

Total of Interviewees: Vacancies:

Section II. All Full-time openings listed in Section I were filled from notifications sent to the following sources:

	COMPANIES	Address	State	Name of Contact	Phone Number	Website	#
1	Indeed					www.Indeed.com	4
2	Red Balloon					www.redballoon.work	
3	Erecruit	Online only		Aiden Wilkinson		www.erecruit.com	
4	KLTT On-Air Promo Crawford Media Group	Aurora	CO 80014		303-481-1800	www.670kltt.com	
5	KLDC On-Air/website Promo Crawford Media Group	Aurora	CO 80014		303-481-1800	www.810klde.com	
6	KLZ On-Air/website Promo Crawford Media Group	Aurora	CO 80014		303-481-1800	https://www.klzradio.com	1
7	KLZV On-Air/website Promo Crawford Media Group	Aurora	CO 80014		303-481-1800	www.1220klz.com	
COLLEGES							
8	Metro State College	1734 Wazee Denver	CO 80211	Bridget Coble	303-556-5740	www.msudenver.edu bcoble@msudenver.edu	
9	Colorado Christian University	8787 W. Alameda Ave. Lakewood	CO 80226	Jason Shipman	303-963-3014	jshipman@ccu.edu	
10	Colorado Media School	4380 S Syracuse St. Suite 400 Denver	CO 80237	Debbie Byrd	303-937-7070 303-479-4908	dbyrd@beonair.com https://beonair.com/locations/colorado	
11	Denver Seminary	6399 S Santa Fe Dr, Littleton	CO 80120		303-761-2482	https://denverseminary.edu/resources/jobs/submit-a-job/	
ADS & OTHER							
12	Posted Notifications on all CBC Bulletin Boards						
13	Employee Referral						1
14	Client Referral						
15	Previous or Existing Employee/Client	CBC Aurora	CO 80014		303-481-1800		1

CAREER AND JOB FAIRS							
16	Job News USA Job Fair			Darrel Bowlin		dbowlin@jobnewsusa.com	
17	Best Hire Career Fairs	Las Vegas	NV 89135	Crystal Bateman	702-560-6242 702-331-9444	crystal@besthire.us	
18	Colorado Christian University	8787 W. Alameda Lakewood	CO 80226	Jason Shipman	303-963-3014	jshipman@ccu.edu	

Section III. Supplemental Non-vacancy Specific Recruitment Initiatives

Sales Training on The Tailored Plan

The Tailored Plan is a comprehensive ongoing program designed to train each account executive on the company advertising philosophy and on essential advertising fundamentals. The course was developed by our founder and refined extensively over the years to deliver strategic value that enhance profits and brand recognition for our advertising clients.

Anti-discrimination/Harassment Review

These important reviews are conducted for all full-time and part-time employees. The Office Manager distributed the employee handbook policy to all employees in which it is reviewed and signed. The policy covers EEOC long-standing anti-harassment policies and procedures to maintain a workplace free from unlawful discrimination and harassment and promote a work environment that ensures equal opportunity.

EEO Frequently Asked Questions Review

The Management Team at KLZ Radio Inc. reads and reviews a 38-question manuscript on EEO enforcement rules and policies. These meetings were conducted on 10/16/2024.

The EU Cross Training Program

The EU Cross Training Program provides station personnel with a path for career advancement by developing new skills that qualify them for higher level positions. Cross Training is part of an ongoing curriculum at Crawford Broadcasting, for example, this year the DSM (prior to her departure) cross-trained the Executive Asst. on weekly program giveaways and reports. The new DSM cross-trained with the Director of Digital Media on website and social media practices. DSM also cross-trained with Regional Manager on office procedures, events, and social media. Executive Assistant cross-trained the DSM on weekly program giveaways and reports. The Writer/Producer cross-trained with the Operations Manager of our KLTT station on production practices and NexGen. Operations Manager cross-trained with KLZ Producer on running the board during a live show, after show rundown, assisting show guests and taking live calls.

Job Fair schedule: February 15, 2024, April 11, 2024, June 13-14, 2024, Sept. 5, 2024

Best Hire Careers Job Fair 2/15/24

Our DSM and Executive Assistant attended the job fair on behalf of Crawford Media Group. There were not any available positions to offer to potential candidates. The station was advertised to job seekers, resumes were collected.

Best Hire Careers Job Fair 4/11/24

Our Executive Assistant attended the job fair on behalf of Crawford Media Group. There were not any available positions to offer to potential candidates. The station was advertised to job seekers, resumes were collected.

CHEC Home School Conference 6/13 – 6/15/24

Our Regional Manager, Executive Asst., and Writer/Producer attended the Home-Schooling convention on behalf of Crawford Media Group. The station attended as a vendor to advertise the stations and the programmers we represent – no positions were offered; resumes were not collected.

Best Hire Careers Job Fair 9/5/24

Our DSM and Executive Assistant attended the job fair on behalf of Crawford Media Group. There were no positions offered to potential candidates. The station was advertised to job seekers, resumes were collected.

Best Hire Career Job Fair PSA's: Aired 1/30/24-2/14/24, 3/20/24-4/11/24, 8/14/24 – 9/4/24.

CHEC Conference PSA's: Aired: 5/1 – 6/15/24

Stations KLZ/KLTT/KLDC/KLVZ are Equal Opportunity Employers