

**EEO ANNUAL PUBLIC FILE REPORT
ENTERCOM MINNEAPOLIS**

This report covers full-time vacancy recruitment for the period of December 1, 2018 through November 30, 2019

Employment Unit: Entercom License, LLC	Address: Entercom Minneapolis 625 Second Avenue South, Suite 200 Minneapolis, MN 55402	Contact Person/Title: Shannon Knoepke Senior Vice President/Market Manager
Unit Members, Community of License: KMNB-FM, Minneapolis, MN KZJK-FM, St. Louis Park, MN WCCO-AM, Minneapolis, MN	Telephone Number: 612-370-0610	E-mail Address: Shannon.knoepke@entercom.com

1. Full-Time Job Vacancies Filled by the Employment Unit:

	Title and Hire Date	Recruitment Source Referring Hire	Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List)	Referral Source of Interviewees
A	On Air Personality	Entercom.com	1-34	Current Employee- 4 Entercom.com- 5
B	Digital Project Manager	Indeed	1-34	Employee Referral- 1 Entercom.com- 2 Indeed- 3
C	Program Director	Current Employee	1-34	Current Employee- 1 Entercom.com- 3 Industry Referral- 1
D	Live Events & Experiences Director	Current Employee	1-34	Current Employee- 2 Employee Referral- 3 Indeed- 1



E	On Air Personality	Employee Referral	1-34	Current Employee- 2 Entercom.com- 9 Employee Referral – 1 Industry Referral – 1 LinkedIn - 1
F	Account Executive	Career Fair	1-34	Career Fair- 1 Entercom.com- 1 Glassdoor- 1 Indeed- 1 Industry Referral- 1
G	Broadcast Journalist	Current Employee	1-34	Current Employee- 1 Entercom.com- 3
H	On Air Personality	Employee Referral	1-34	Current Employee- 2 Employee Referral- 1 Entercom.com- 1 STAA Website- 1
I	Digital Content Manager	Entercom.com	1-34	Current Employee- 1 Entercom.com- 1 Indeed- 2 LinkedIn- 1
J	Receptionist/Traffic Continuity	Current Employee	1-34	Indeed - 2 Current Employee – 1 Employee Referral - 1
K	Sales Admin. Mgr./Exec. Asst.	Current Employee	29-34	Entercom.com – 1 Current Employee – 1 Indeed – 1 LinkedIn - 1
L	Producer	Entercom.com	1-34	Entercom.com – 5 Indeed – 1 Current Employee – 1 LinkedIn – 1
M	Promotions Coordinator	Current Employee (PT to FT)	29-34	Current Employee – 1 Indeed – 4 LinkedIn - 1 Entercom.com - 1
N	Digital Media Coordinator/Graphic Designer	Entercom.com	1-34	Entercom.com – 1 Indeed – 1 Univ. of MN Career Portal – 1 LinkedIn – 1 State of MN - 1
O	Account Executive	Employee Referral	1-34	Employee Referral - 1 Entercom.com – 3 LinkedIn - 1

P	Sales Assistant	Current Employee	1-34	Current Employee – 2 LinkedIn – 1 State of MN – 1 Entercom.com - 2
Q	Account Executive	Employee Referral	1-34	Same Interview pool as hire O
R	Live Events & Experiences Director	Employee Referral	1-34	Employee Referral - 1 Indeed – 3 Entercom.com - 1

Total # of New Interviewees for full-time job vacancies during the reporting period:	103
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2. Recruitment Sources

OUTREACH ORGANIZATIONS

#	Name	Organization	Contact Information	Did Entercom contact organization to request to send job vacancy information ?	Did organization contact Entercom to request job vacancy information ?	Total Number of Interviewees Referred
1	Maria Vorhis	Minnesota Broadcasters Association	maria.vorhis@minnesotabroadcasters.com 612-926-8123	Yes	No	0
2	Career Services	University of St. Thomas	www.stu.edu 305-628-6577	Yes	No	0
3	Angi Schrom	University of Northwest-St. Paul	career@unwsp.edu 651-631-5265	Yes	No	0
4	Sandy Tilton	Augsburg University	careers@augsborg.edu 612-330-1148	Yes	No	0
5	Cynthia Favre	Gustavus Adolphus College	https://gustavus.edu/career/ 507-933-7575	Yes	No	0
6	Pam Weller	Minnesota State University, Mankato	www.mnsu.edu/cdc 507-389-6061	Yes	No	0
7	Grace Pederson	Concordia College	www.cord.edu 218-299-3020	Yes	No	0
8	Elizabeth Govern	St Catherine University	www.stkate.edu/career 651-690-8890	Yes	No	0
9	Eliza Stougaard	University of Minnesota	goldpass@umn.edu 612-625-5000	Yes	No	1
10	Nate Jacobi	St. Olaf College	piper.center@stolaf.edu 507-786-3286	Yes	No	0
11	Desiree Wickman	St. Cloud State University	careercenter@stcloudstate.edu 320-308-2151	Yes	No	0



12	Marissa Kelly	Metropolitan State University	career.center@metrostate.edu 651-793-1528	Yes	No	0
13	Michele Moylan	Macalester College	https://www.macalester.edu/	Yes	No	0
14	Career Services	Concordia University St Paul	careerdevelopment@csp.edu 651-603-6245	Yes	No	0
15	John Clarkson	College of Saint Benedict & Saint John's University	320-363-5011	Yes	No	0
16	Mike Hagarty	Saint Mary's University of Minnesota	mhagarty@smumn.edu 507-457-6695	Yes	No	0
17	Susan Bertsch	Minnesota State University Moorhead	webteam@mnstate.edu 1-800-593-7246	Yes	No	0
18	Mary Anderson	The College of St. Scholastica	careers@css.edu 218-723-6085	Yes	No	0
19	Lisa Gubrud	Bemidji State University/Northwest Technical College	career@bemidjistate.edu 218-755-2038	Yes	No	0
20	Lori Engebretson	Southwest Minnesota State University	Careers@SMSU.edu 507-537-6221	Yes	No	0
21	Career Services	Century College	651-779-5774	Yes	No	0
22	Career Services	Anoka-Ramsey Community College	763-433-1430	Yes	No	0
23	Career Services	Capella University	capellaemployersolutions@capella.edu 866-360-8047	Yes	No	0
24	Mara Stommes	Hamline University	mstommes01@hamline.edu 651-523-3071	Yes	No	0
25	Career Services	Hennepin Technical College	763-488-2411	Yes	No	0
26	Career Services	Minnesota Works	651-259-7500	Yes	No	0
27	Toni Drier	Winona State University	career@winona.edu 507-457-5878	Yes	No	0

COMPANY POSTINGS AND WEBSITES				
28	EEO Coordinator	Entercom Corporate Website	Entercom.com/careers	38
29	Kim Varland	Internal postings Current Employees	Kim.varland@entercom.com	20

ADVERTISING				
30	Direct Employers	https://de.nlx.org/pdfs/JobAlliancesList.pdf		
31	Indeed	www.Indeed.com		22
32	LinkedIn	www.Linkedin.com		8
34	Glassdoor	www.glassdoor.com		1
35	STAA	www.staatalent.com		1

JOB FAIRS				
NAB National Job Fair		Supplemental Recruitment Initiative #3		
JobFairX Career Fair		See Supplemental Initiative #4		0

OTHER SOURCES				
Employee Referral				8
Industry Referral				3
State of MN				2
Total # of New Interviewees Referred				103



3. Supplemental Recruitment Initiatives.

Initiatives		Date	Location	Description	Titles of Employees Involved
1	Entercom Careers Page	Periodically throughout the year	Entercom Riverside	The websites for each of the stations in the Employment Unit include a link to the Entercom Careers page, which has information about careers in broadcasting.	EEO Coordinator
2	DirectEmployers Association	Periodically throughout the year	Entercom Riverside	Each vacancy at the Employment Unit, including upper-level category openings, is posted on the sites of organizations that are members of the DirectEmployers Association Job Syndication Alliance. Members of the Alliance include organizations whose membership includes participation of women and minorities, veterans and military families, government agencies, as well as other job candidates that might not be aware of employment opportunities in broadcasting.	EEO Coordinator
3	NAB National Job Fair	4/9/19	Las Vegas, NV	Entercom attended the national industry wide career fair at the NAB Show in Las Vegas. Entercom met with attendees, distributed job openings and discussed careers in radio at Entercom.	HR Administrator
4	JobFairX Career Fair	May 14, 2019	Hilton Minneapolis/ Bloomington Bloomington, MN	Entercom Minneapolis participated in the JobFairX Career Fair. The Human Resources Generalist represented our stations by greeting job seekers, handed out station information along with a list of current job openings, answered questions about opportunities and collected resumes.	Human Resources Generalist
5	On-Air EEO Policy	Periodically throughout the year	Minneapolis, MN	Entercom Minneapolis airs recruitment advertisements on all stations seeking applicants across all departments.	Human Resources Generalist Air-Talent Production Traffic Directors
5	Job Shadow Program	Periodically throughout the year	Minneapolis, MN	Entercom Minneapolis offers job shadows at the radio stations in our Promotions, Sales, Programming & News departments. These one day job shadows are for high school and college students. The students may shadow one employee or different employees throughout the day to learn about careers in radio.	Market Manager Promotions Coordinator On-Air Personality Reporter Producer
7	Station Tours	Periodically throughout the year	Minneapolis, MN	Entercom Minneapolis provides scheduled tours to the public and organizations interested in the broadcast industry. During these tours we show them our studios and offices and answer any questions they have about the industry or careers at Entercom.	Market Manager Program Directors On-Air Personality Reporter

