

## EEO Public File Report

Prairie Public Broadcasting - TV & RADIO, Fargo, ND  
 All Employment Units  
 December 1, 2017 - November 30, 2018

### Full-Time Positions Filled

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
<b>1</b>	<b>Production Assistant</b>	<b>3/28/2018</b>	<b>6/4/2018</b>	The Forum Newspaper		
				ND Job Service		
				Jobs HQ		
				CPB		
				Prairie Public Broadcasting - Web		
				PMBA		
				NETA		
				Internal Posting	1	1
				Production Hub		
				TV Jobs		
				INDEED	3	
<b>2</b>	<b>Administrative Assistant</b>	<b>8/31/2018</b>	<b>11/5/2018</b>	The Forum Newspaper		
				ND Job Service	1	
				Jobs HQ	2	
				Prairie Public Broadcasting - Web		
				Internal Posting	1	
				Production Hub		
				TV Jobs		
				CPB		
				PMBA		
				NETA		
				Indeed	3	
Employee	1	1				
<b>Total Interviewed and hired</b>					<b>12</b>	<b>2</b>

## EEO Public File Report

Prairie Public Broadcasting - TV & RADIO, Fargo, ND  
All Employment Units  
December 1, 2017 - November 30, 2018

### Full-Time Positions Filled

#### Information Regarding Recruitment Sources Contacted for Full-Time Vacancies

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
1	The Forum Newspaper	Lori @ Employment Sales Specialist	0	N
	101 5th Street North	Phone: 701-780-1165		
	Fargo, ND 58102	<a href="mailto:llanda@jobshq.com">llanda@jobshq.com</a>		
2	ND Job Service	ND Job Service Web site	1	N
	1350 32nd St SW	HR Manager lists position		
	Fargo, ND 58103			
3	Prairie Public Broadcasting Web	Marie	0	N
	207 North 5th Street, Fargo ND 58102	Communications Manager lists position		
4	Production Hub.com, Inc.	Production Hub Classifieds		Y
	801 W. Fairbanks Ave.	<a href="mailto:Classifieds@productionhub.com">Classifieds@productionhub.com</a>		
	Winter Park, FL 32789			
5	Broadcast Employment Services	email: jobs@tvjobs.com		Y
	(TV Jobs.com/AMFM Jobs.com/DigitalTalent.tv)			
	PO Box 4116			
6	Jobs HQ/Forum Communications Co	<a href="mailto:llanda@jobshq.com">llanda@jobshq.com</a>	2	N
	Fargo, ND	Email Lori @ Forum Communications		
7	CPB Job line (Corporation Public Broadcasting)	<a href="http://cpb.org/job_line">cpb.org/job_line</a>		N
8	PMBA	<a href="mailto:info@pmbaonline.org">info@pmbaonline.org</a>		N
9	NETA	email: netaonline.org - Lists position byHR Manager		N
10	Indeed (online job postings)	indeed.com - Lists position by HR Mgr	6	N
11	PBS Pledgechat	Director of Development - Ann Clark		N
12	AFP Chapter	Director of Development - Ann Clark		N
13	Internal Posting	Pauline HR Mgr - Sends out email to staff.	2	N
14	Did not indicate			N
15	Employee		1	N
<b>Total Interviewed</b>			<b>12</b>	

# EEO Public File Report

Prairie Public Broadcasting - TV & RADIO, Fargo, ND  
All Employment Units  
December 1, 2017 - November 30, 2018

## Full-Time Positions Filled

### Outreach Activities Undertaken

Initiative	Date	Description	Scope of Involvement	Personnel Involved	
Provide training to management level personnel on methods of ensuring equal employment opportunity and preventing discrimination.	<b>1</b>	May 28, 2018	PBMA Conference	Staff member attended various seminars with HR emphasis, at the PBMA annual conference.	* Director of Finance
	<b>2</b>	March - Oct 2018	CPB	All staff viewed a video on Harassment Prevention Training	* Mandatory - ALL STAFF
	<b>3</b>	Ongoing	Students hired & given the opportunity to acquire skills needed for employment in broadcasting.	Student employees participate in TV production activities during our pledge/membership drives and for Radio.	* Production Manager * Production Crew, and * <u>New Hires</u> : Reese, Nicholas, Wilson, & James
Establishment of Internship Program.	<b>4</b>	Spring semester 2018	Expose college students to broadcasting environment.	Each intern received experience and education in their assigned departments.	* <u>RADIO</u> : Chris
Participation in at least 4 events or programs sponsored by educational institutions relating to career opportunities in broadcasting.	<b>5</b>	May 8, 2018	Conduct building tours that expose elementary school, middle school, high school, & college students to employment in broadcasting.	* Writers contest winner (3rd grader)	* Christine-Communications,
	<b>6</b>	July 11, 2018		* Group of teachers	* Christine-Communications
	<b>7</b>	November 16, 2018		* Woman came in for a tour	* Marie-Communications
	<b>8</b>	January 29, 2018	MSUM	Spoke to 30 Mass communication students, and Professor Grindeland.	* Barb-Production Manager
	<b>9</b>	March 6, 2018	Minot State Students	Presentation to 10 to 15 students.	* Bismarck Radio News Director
	<b>10</b>	October 23, 2018	Minot State Students	Presentation to 10 to 15 students.	* Bismarck Radio News Director
	<b>11</b>	May 23, 2018	University of Mary	Presentation to 10 to 15 students.	* Bismarck Radio News Director
	<b>12</b>	September 18, 2018	University of Mary	Presentation to 10 to 15 students.	* Bismarck Radio News Director
	<b>13</b>	September 5, 2018	NDSU	Presentation to 8 students, including international exchange students.	* Director of Radio