



EEO PUBLIC FILE REPORT
January 22, 2023 - January 21, 2024

Full Time Jobs Filled

SI No.	Job Title	Date Filled	Recruitment Source
105471	Director of Development & Donor Engagement	04/12/2023	KTWU Website
108787	KTWU Manager-Membership	04/11/2023	Washburn University HR Website

Interview Recruitment Source Report

From: KTWU

Interview Recruitment Source Report for 1/22/2023 -1/21/2024

The recruitment source used for hiring is bolded in the text below.

Job ID: 105471

Job Title: Director of Development & Donor Engagement

Opening Period: 12/20/2022 - 1/20/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	2/3/2023	No		Trade Website - PBS Our Neighborhood Digest
Candidate	2/1/2023	Yes	4/12/2023	Station Website
Candidate	2/1/2023	No		Current Employee/Internal Promotion

Job ID: 108787

Job Title: KTWU Manager-Membership

Opening Period: 1/11/2023 - 2/11/2023

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
Candidate	3/7/2023	No		Station Website
Candidate	2/23/2023	No		Station Website
Candidate	2/23/2023	Yes	4/11/2023	HR Website Washburn University of Topeka 1700 SW College Ave. Topeka, Kansas 66621 785-670-1538

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I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Director of Development & Donor Engagement	1-28	21
KTWU Manager-Membership	1-8, 10-11, 13-17, 19-22, 24-25, 27-28	25

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Allen County Community College 1801 N. Cottonwood Iola, Kansas 66749 Phone: (620) 365-5116 Url : www.allencc.edu/web/service/work/work.htm Email : sregehr@allencc.edu Shellie Regehr	N	0
2	Apostolic Church of Jesus Christ 2420 SE Bellview Ave Topeka, Kansas 66605 Phone : 785-266-7102 Fax : 1-785-266-4482 Joyce Holland-Dabney	N	0
3	Asbury-Mount Olive United Methodist Church 1196 SW Buchanan Topeka, Kansas 66604 Phone : 785-232-6801 Url : http://www.gbgm-umc.org/asbmymtolive/ Fax : 1-785-232-6962 Edie Bynum	N	0
4	Baker University P.O. Box 65 Baldwin City, Kansas 66006 Phone : 785-594-8435 Url : www.bakeru.edu Email: Susan.Wade@bakerU.edu Susan Wade	N	0
5	Black Chamber of Commerce 5737 Swope Parkway Kansas City, Missouri 64130 Phone: 816-474-9901 Email : info@bccgkc.org A. Marie Young	N	0
6	Calvary Baptist Church 433 SW Harrison Topeka, Kansas 66603 Phone: 785.267.4141 Email : berhur@aol.com Dr. E. B. Hurd	N	0

KTWU**EEO PUBLIC FILE REPORT****January 22, 2023 - January 21, 2024****II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
7	Calvary Church of God in Christ 1301 NW Van Buren Topeka, Kansas 66608 Phone: 785.266.6150 Email : pastorcrowder@aol.com The Rev. Steven Crowder	N	0
8	Catholic Charities 425 W. Iron Ave. Salina, Kansas 67401 Phone : (785) 827-4517 Fax : 1-785-826-9708 Beatriz Zapata	N	0
9	Current Employee/Internal Promotion	N	1
10	Don Bosco Centers 1444 E 8th St Kansas City, Missouri 64106 Phone : 816-300-2744 Email : info@donbosco.org Mo Orpin	N	0
11	ERC 1100 SW Wanamaker Rd, Ste 100 Topeka, Kansas 66604 Phone: 785-357-5171 Fax: 1-785-357-1813 Debra McClelland	N	0
12	Facebook post	N	1
13	Heart of America Indian Center 600 W 39th St Kansas City, Missouri 64111 Phone: (816) 931-5229 Fax: 1-816-421-6493 Pam Slade	N	0
14	Heartland Works 1430 SW Topeka Blvd Topeka, Kansas 66612-1853 Phone : (785) 235-5627 Email : TopekaJobs@ks.gov Topeka Jobs	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
15	Kansas African-American Affairs Commission Landon State Office Building 900 SW Jackson Street, Room IOI Topeka, Kansas 66612 Phone : (785) 296-4874 Uri : www.hr.state.ks.us/kaaa/html/index.html Email : aaa@hr.state.ks.us Fax : 1-785-296-1795 Mildred Edwards	N	0
16	Kansas University University Career & Employment Services 160I Irving Hill Rd, 110 Burge Union Lawrence, Kansas 66045 Phone: 785.864.7672 Uri: http://www.ku.edu/~uces/ Email : kucareer@ku.edu Liz Caldwell	N	0
17	Mid-America Nazarene University 2030 E. college Way Olathe, Kansas 66062 Phone : 913-971-3540 Email : careercenter@mnu.edu Fax: 1-913-791-3401 Jenni Campbell	N	0
18	NAACP 501 SE Jefferson Topeka, Kansas 66607 Phone : 785-234-4555 Email : naacptopekal@att.net Reverend Ben Scott, Sr.	N	0
19	Ottawa University 100I South Cedar Street Ottawa, Kansas 66067 Phone : 785-242-5200 Email : teresa.kriley@ottawa.edu Teresa Kriley	N	0
20	St. Paul's Church 900 S Honeysuckle Olathe, Kansas 66061 Phone: 913.764.0619 Fax: 1-913-764-1584 Father John Torrez	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
21	Station Website	N	3
22	Topeka LULAC Senior Center 1502 NE Seward Topeka, Kansas 66616 Phone : (785) 234-5809 Fax : 1-785-233-1828 Josephine Salahar	N	0
23	Trade Website – PBS Our Neighborhood Digest	N	I
24	Valeo Behavioral Health Care 2401 SW 6th Ave Topeka, Kansas 66606 Phone : 785.357.0580 Email : lsmith@valeotopeka.org Fax: 1-785-234-3410 Lynn Smith	Y	0
25	Washburn University of Topeka 1700 SW College Ave. Topeka, Kansas 66621 Phone: 785-670-1538 Url: http://www.washburn.edu/faculty-staff/human-resources/employment-opportunities Cherisa Jones	N	3
26	Word of Mouth Referral	N	I
27	WSU Placement & Career Services 1845 Fairmount Wichita, Kansas 67260-0042 Phone : 316-978-3435 Email : career.services@wichita.edu Jill Pletcher	N	0
28	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Uri : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			10

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Station Participants	Participant Title
1	1/22/2023	Listing of each upper-level category opening in a job bank or newsletter	Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities. Director of Development & Donor Engagement Opening Notice to PBS - Our Neighborhood Digest.	1	General Manager
2	2/3/2023	Participation in events or programs sponsored by educational institutions	Student tour of station for Mission Valley Schools. Included discussion of broadcast employment issues and opportunities.	4	Interim Director of Production Producer Producer Producer
3	2/8/2023	Participation in events or programs sponsored by educational institutions	Tour of station with Washburn University Mass Media department for Rock Creek High School students. Included discussion of broadcast employment issues and opportunities.	3	Interim Director of Production Producer Producer
4	2/9/2023	Participation in events sponsored by organizations representing groups in the community	Presentation at Ritchie House Education Center, Topeka KS. Included discussion of broadcast employment issues.	1	General Manager
5	2/15/2023	Participation in Job Fairs	Washburn University 2023 Spring Career Fair	2	Executive Asst - Office Manager Senior Administrative Asst
6	4/6/2023	Participation in events sponsored by organizations representing groups in the community	Presentation to Topeka Women's Club. Included discussion of broadcast employment issues.	1	Interim Director of Production
7	7/25/2023	Provision of training to management	Provision of CPB mandated antiharassment training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	4	General Manager Director of Marketing/Promotion Director of Development Director of Engineering

8	7/27/2023	Participation in events sponsored by organizations representing groups in the community	Presentation to Topeka Rotary Club. Included discussion of broadcast employment issues.	2	General Manager Producer
9	9/13/2023	Participation in Job Fairs	Washburn University Fall Job Fair	4	General Manager Director of Marketing/Promotion Interim Director of Production Producer
10	10/2/2023	Participation in events or programs sponsored by educational institutions	Presentation to Washburn University PEO group. Included discussions of broadcast career possibilities and issues.	1	Director of Marketing & Promotion