

**EEO PUBLIC FILE REPORT**

This Report covers full-time vacancy recruitment data for the period: May 23, 2017 to May 22, 2018

1) **Employment Unit: Sarkes Tarzian-Reno, NV**

2) **Unit Members (Stations and Communities of License): KTVN - Reno, NV**

3) **EEO Contact Information for Employment Unit:**

Mailing Address:  4925 Energy Way Reno, NV 89502	Telephone Number: 775-858-2222
	Contact Person/Title: Linda Pickrell, EEO Officer
	E-mail Address: lpickrell@ktvn.com

4) **Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
(a) Sales Account Executive	Employee Referral
(b) Digital Content Producer	KTVN Website
(c) News Photographer	UNR – Reynolds School of Journalism
(d) News Photographer	Indeed.com
(e) News Photographer*	KTVN Website
(f) Video Journalist	Internal posting
(g) Video Journalist**	Internal posting
(h) General Assignment Reporter	Internal posting
(i) Weekend Assignment Editor/Weekday News Producer	Employee Referral
(j) News Producer	KTVN Website
(k) Assignment Manager	Internal Posting
(l) Commercial Producer/Director	KTVN Website
(m) Traffic Reporter	Internal Posting
(n) Video Journalist	Other – unsolicited, application on file
(o) Digital Content Producer	Indeed.com
(p) Sales Account Executive	Indeed.com
(q) Sales Account Executive***	Linked In
(r) News Producer	Internal posting

\* Positions (c), (d), and (e) were filled from one flight of recruitment announcements.

\*\* Positions (f) and (g) were filled from one flight of recruitment announcements.

\*\*\* Positions (p) and (q) were filled from one flight of recruitment announcements.

<b>5) Job Title: Sales Account Executive (a)</b>		<b>Date Filled: 6/5/2017</b>	<b>Referral Source(s) of Hiree: Employee Referral</b>		
<b>See Attachment A.</b> All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60. All organizations listed on <b>Attachment B</b> (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:					
Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Andrew Perini - LinkedIn	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No

<b>5) Job Title: Digital Content Producer (b)</b>		<b>Date Filled: 8/17/2017</b>	<b>Referral Source(s) of Hiree: KTVN Website</b>		
<b>See Attachment A.</b> All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on <b>Attachment B</b> (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:					
Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Landon Miller	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
KTVN Website	Linda Pickrell	<a href="http://www.ktvn.com">http://www.ktvn.com</a>	775-858-2222	1	No

<b>5) Job Title: News Photographer (c)</b>		<b>Date Filled: 7/20/2017</b>	<b>Referral Source(s) of Hiree: UNR-Reynolds School of Journalism</b>		
<b>News Photographer (d)</b>		<b>8/9/2017</b>	<b>Indeed.com</b>		
<b>News Photographer (e)</b>		<b>9/25/2017</b>	<b>KTVN Website</b>		
<b>See Attachment A.</b> All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on <b>Attachment B</b> (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:					
Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
KTVN Website	Linda Pickrell	<a href="http://www.ktvn.com">http://www.ktvn.com</a>	775-858-2222	2	No
UNR Reynolds School of Journalism	Alison Gauden, APR Lecturer Strategic Communication & All Things Internships-Reynolds School – All Things Media	UNR Mail Stop 0310 Reno, NV 89557-0310 <a href="http://journalism.unr.edu/students/current-students/post-an-internship/">http://journalism.unr.edu/students/current-students/post-an-internship/</a>	775-784-4459 775.233.3298 (cell: call or text)	1	No
Indeed.com				3	No
Walk-In	N/A	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No

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<b>5) Job Title:</b> Video Journalist (f) Video Journalist (g)	<b>Date Filled:</b> 8/2/17 <b>Date Filled:</b> 8/2/17	<b>Referral Source(s) of Hiree:</b> Internal Posting <b>Referral Source(s) of Hiree:</b> Internal Posting
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**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting		KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	2	No

<b>5) Job Title:</b> General Assignment Reporter (h)	<b>Date Filled:</b> 8/2/17	<b>Referral Source(s) of Hiree:</b> Internal Posting
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**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting		KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
TVJobs.com	Mark Holloway	P.O. Box 4116, Oceanside, CA 92052 <a href="http://www.tvjobs.com">www.tvjobs.com</a>	760-754-8177	1	No

<b>5) Job Title:</b> Weekend Assignment Editor/ Weekday News Producer (i)	<b>Date Filled:</b> 10/12/2017	<b>Referral Source(s) of Hiree:</b> Employee Referral
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**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Jason Pasco	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
Internal Posting		KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No

**5) Job Title: News Producer (j)** **Date Filled: 10/31/2017** **Referral Source(s) of Hiree: KTVN Website**

**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting	Jason Pasco	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
KTVN Website	Linda Pickrell	http://www.ktvn.com	775-858-2222	1	No

**5) Job Title: Assignment Manager (k)** **Date Filled: 1/8/2018** **Referral Source(s) of Hiree: Internal Posting**

**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Mike Alger	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
Internal Posting	Jason Pasco	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
NVBA (Nevada Broadcasters Association)	Melanie Muehler <a href="mailto:Melanie@nevadabroadcasters.org">Melanie@nevadabroadcasters.org</a>	3900 Paradise Road, Suite 279 Las Vegas, NV 89169	Fax: 702-794-4994	1	Yes

**5) Job Title: Commercial Producer/Director (l)** **Date Filled: 1/8/2018** **Referral Source(s) of Hiree: KTVN Website**

**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
KTVN Website	Linda Pickrell	http://www.ktvn.com	775-858-2222	1	No
Other	Indeed.com			2	No

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**5) Job Title: Traffic Reporter (m) Date Filled: 2/2/2018 Referral Source(s) of Hiree: Internal Posting**

**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Ky Sisson	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	1	No
Internal Posting	Jason Pasco	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	2	No

**5) Job Title: Video Journalist (n) Date Filled: 2/16/2018 Referral Source(s) of Hiree: Other**

**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Other – unsolicited, application on file				1	No

**5) Job Title: Digital Content Producer (o) Date Filled: 3/20/2018 Referral Source(s) of Hiree: Indeed.com**

**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Employee Referral	Kaitlyn Olvera Mike Alger	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	2	No
KTVN Website	Linda Pickrell	<a href="http://www.ktvn.com">www.ktvn.com</a>	775-858-2222	2	No
Indeed.com		<a href="http://www.indeed.com">www.indeed.com</a>		1	No
TMCC	Nancy Roe	475 Edison Way, Reno, NV 89502	Phone: 857-4950	1	No

<b>5) Job Title:</b> Sales Account Executive (p) Sales Account Executive (q)	<b>Date Filled:</b> 3/26/18 <b>Date Filled:</b> 4/30/18	<b>Referral Source(s) of Hiree:</b> Indeed.com <b>Referral Source(s) of Hiree:</b> Linked In
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**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
KTVN Website	Linda Pickrell	<a href="http://www.ktvn.com">www.ktvn.com</a>	775-858-2222	1	No
Indeed.com		Indeed.com		4	No
Linked In	Andrew Perini - LinkedIn		775-813-1369	2	No

<b>5) Job Title:</b> News Producer (r)	<b>Date Filled:</b> 5/8/2018	<b>Referral Source(s) of Hiree:</b> Internal posting
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**See Attachment A.** All sources on Attachment A were notified about this position with the exception of: 1, 4, 6, 24, 32, 37, 42, 60, 61. All organizations listed on **Attachment B** (Organizations requesting notice of all full-time vacancies at the Employment Unit) were notified of this opening. Organizations which referred interviewees are listed below:

Name of Organization of Job Vacancy:	Contact Person	Address:	Phone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting		KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	2	No
KTVN Website	Linda Pickrell	<a href="http://www.ktvn.com">www.ktvn.com</a>	775-858-2222	1	No
Indeed.com		Indeed.com		1	No

6) **Total Number of Interviewees Referred:** For the period from May 23, 2017 to May 22, 2018, this Employment Unit interviewed 45 interviewees for 18 full-time job vacancies.

7) **Supplemental Recruitment Initiatives.**

(a) **Initiative: Training of Station Personnel**

**Production Department Training Program**

The Employment Unit has established a training program designed to enable part-time station personnel to acquire skills that could qualify them for higher level positions. The Employment Unit has 4 entry level part-time positions in the Production Department, covering various studio jobs (camera, audio, teleprompter, graphics, etc.) and 2 entry level paid intern positions in the news department giving exposure to various news jobs (writing, shooting videos, editing, etc.). The Operations Manager and News Director oversee this program, and these employees receive training through shadowing and interacting with the full time staff on a daily basis. These part time employees work closely with more experienced full time employees in order to gain the skills needed to qualify them for promotion to higher level full time positions such as audio operator, character generator/graphics operator and possible full time employment in the News Department. This program has resulted in many internal promotions.

**Initiative: Establishment of a Mentoring Program for Station Personnel**

**Mentoring of Station Personnel**

Seven full time employees were promoted after participating in a professional coaching/mentoring program established by KTVN: two Photographers to Video Journalists; Video Journalist to General Assignment Reporter; Commercial Producer Director to Chief Commercial Producer Director; Digital Content Producer to Assignment Manager; Video Journalist to Traffic Reporter; and Associate Producer to Producer. One part-time production assistant to full-time production assistant.

These employees were coached and mentored by the News Director and Operations Manager to give them career guidance and help them improve their skills to a level of competence that allowed them to succeed in these career advancing promotions.

(b) **Initiative: Internship Program**

KTVN offers paid internships across the fall, spring and summer semesters. Priority is given to Journalism students who need internship credits to complete their college curriculum. The overall goal of the internship is for students to get a thorough understanding of the various jobs and activities involved in producing daily newscasts. Interns have the opportunity to rotate through those various positions and work alongside professionals to learn writing, producing, reporting, shooting and editing, all skills needed for broadcast employment. During the reporting period KTVN hired three interns.

**(c) Initiative: Participation in Events Sponsored by Educational Institutions Related to Career Opportunities in Broadcasting**

On March 1, 2018, several news personnel attended a Career Fair at North Valleys High School.

On April 17, 2018, a Sales Account Executive attended a Career Industry Fair at the University Of Nevada's College Of Business.

**(d) Initiative: Participation in Other Events Showcasing Broadcast Employment Opportunities**

On September 14, 2017, KTVN's News Director spoke to 20 students in an upper level Broadcast Journalism class at the University of Nevada.

On February 15, 2018, KTVN's News Director spoke to a Journalism class at the Reynolds School of Journalism at the University of Nevada.

On April 23, 2018, KTVN's News Anchor spoke to 45 students in a Journalism class at the University of Nevada.

Groups of students and other groups toured KTVN Channel 2 studios. Many were also able to meet KTVN's anchors, talk to the News Director and reporters as well as get a behind the scenes tour while the newscast was airing live. Information was dispensed about careers in journalism, television production, TV engineering and employment opportunities available in the television business.

On December 15, 2017 eight students from Truckee High School's television class visited KTVN and watched a 5:00 pm newscast.

**Tours were conducted on the following dates for the following groups:**

Monday, July 17, 2017 - 10 cub scouts and 5 adults from Sparks, NV

Friday, September 22, 2017 - 7 girl scouts and 4 adults from Carson City, NV

Monday, October 16, 2017 - University of Nevada journalism school students – 6 students and 2 instructors

Thursday, November 16, 2017 - Washoe County Charter HS TV production class - 16 students and 1 Teacher

Mon December 4, 2017 - Damonte High School video production students - 8 students and 1 instructor

Tuesday, January 16, 2018 - 7 cub scouts and 5 adults

Thursday, February 23, 2018 – 11 Cub Scouts and 3 parents from Sparks NV

Wednesday, March 7, 2018 – 7 Girl Scouts and 3 adults

Thursday, March 29, 2018 - Clayton Middle School video production students

Thursday, April 5, 2018 - 3 children and 1 adult from Sparks



**ATTACHMENT A - RECRUITMENT SOURCE LIST**

<b>NO.</b>	<b>RECRUITMENT SOURCE NAME</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>TELEPHONE/FAX NUMBERS</b>	<b>E-MAIL ADDRESS</b>
1	4entertainmentjobs.com	N/A	N/A	N/A	4entertainmentjobs.com
2	Academy of Arts, Careers and Technology	Robert Sullivan, Principal	380 Edison Way Reno, NV 89502	F: 775-327-3920	rsullivan@washoeschools.net
3	Arizona State University Cronkite School of Journalism	Michael Wong, Director, Career Services	555 N. Central Avenue, Ste. 302 Phoenix, AZ 85004	Phone: (602)496-5637	<a href="mailto:mike.wong@asu.edu">mike.wong@asu.edu</a>
4	BCFM – controller only	N/A	N/A	N/A	<a href="http://jobbank.bcfm.com">jobbank.bcfm.com</a>
5	Bethel AME Church	Jennifer Agnew	2655 North Rock Blvd. Sparks, NV 89431	Phone: 775-355-9030 Fax: 355-9065	<a href="mailto:bethelsparksjennifer@mail.com">bethelsparksjennifer@mail.com</a>
6	Broadcasting & Cable	Zach Kalish	28 E. 28 <sup>th</sup> St., 12 <sup>th</sup> Floor New York, NY 10016	212-378-0455	<a href="mailto:zkalish@nbmedia.com">zkalish@nbmedia.com</a>
7	California Chicano News Media	N/A	725 Arizona Ave.-Ste206 Santa Monica, CA 90401	Phone:424-229-9482	<a href="mailto:ccnmainfo@cnma.org">ccnmainfo@cnma.org</a>
8	Center for Student Cultural Diversity at UNR	N/A	N/A	N/A	<a href="mailto:thecenter@unr.edu">thecenter@unr.edu</a>
9	Domestic Violence Resource Center (formerly CAAW)	Denise Yoxsimer	1735 Vassar St. Reno, NV 89502	Phone: 329-4150 Fax: 785-7550	<a href="mailto:denisey@caaw.org">denisey@caaw.org</a>
10	Craigslist.org	N/A	N/A	N/A	craigslist.org
11	Employee Referral	N/A	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	N/A
12	Galena High School	N/A	3600 Butch Cassidy Way Reno, NV 89509	Phone: 851-5630 Fax: 851-5607	N/A
13	Great Basin College	Kristina Hart, NSHF Specialist	1500 College Parkway Elko, NV 89801	775-753-2304	<a href="mailto:kristina.hart@gbcnv.edu">kristina.hart@gbcnv.edu</a>
14	Internal Posting	Linda Pickrell	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	<a href="mailto:lpickrell@ktvn.com">lpickrell@ktvn.com</a>
15	JOIN	N/A	1201 Terminal Way, #104, Reno, NV 89502	Phone: 785-6106	N/A
16	JOIN	N/A	705 Avenue K, Ely, NV 89301	P: 775-289-3061	
17	KNPB	Ms. Evie Chmura	1670 N. Virginia St. Reno, NV 89503-1738	Phone: 784-4555 Fax: 784-1438	<a href="mailto:evie@knpb.org">evie@knpb.org</a>

**ATTACHMENT A - RECRUITMENT SOURCE LIST**

<b>NO.</b>	<b>RECRUITMENT SOURCE NAME</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>TELEPHONE/FAX NUMBERS</b>	<b>E-MAIL ADDRESS</b>
18	KTVN Website	Linda Pickrell	<a href="http://www.ktvn.com">http://www.ktvn.com</a>	Phone: 858-2222	<a href="mailto:lpickrell@ktvn.com">lpickrell@ktvn.com</a>
19	Lovelock Paiute Tribe	Ms. Fran Machado	P.O. Box 878 Lovelock, NV 89419	P: 775-273-5081 F: 775-273-5151	<a href="mailto:fmachado@LovelockPaiuteTribe.com">fmachado@LovelockPaiuteTribe.com</a>
20	Media Line (On-Air only)	Mark Shilstone	P.O. Box 51909 Pacific Grove, CA 93950	800-237-8073	<a href="mailto:medialine@medialine.com">medialine@medialine.com</a>
21	Media Match	N/A	N/A	323-284-5589	Media-match.com
22	Napa Valley College	ATTN: Job Posting	2277 Napa-Vallejo Hwy. Napa, CA 94558	Phone: 707-253-3000	N/A
23	National Association of Hispanic Journalists	<a href="http://www.NAHJ.org">www.NAHJ.org</a>	1050 Connecticut Ave. NW, 10 <sup>th</sup> Floor Washington, DC 20036	Phone: 202-662-7145	<a href="mailto:NAHJ@nahj.org">NAHJ@nahj.org</a>
24	NetNewsCheck	Patty Hersh	24 W. Lancaster Avenue, Ste. 205 Ardmore, PA 19003	Phone: 610-420-6003	<a href="mailto:phersh@NewsCheckMedia.com">phersh@NewsCheckMedia.com</a>
25	Nevada Broadcasters Association (NVBA)	Melanie Muehler	3900 Paradise Road, Suite 279 Las Vegas, NV 89169	Phone: 702-794-4994	<a href="mailto:melanie@nevadabroadcasters.org">melanie@nevadabroadcasters.org</a>
26	DETR/JobConnect Nevada Department of Employment, Training and Rehabilitation	Business Services Representative	4001 South Virginia St., Ste. H Reno, NV 89502	T: (775)284-9660 F: (775)284-9663	<a href="http://us.jobs/">http://us.jobs/</a>
27	Nevada Job Connect	Ms. Gloria Chua	4001 S. Virginia, Ste. H Reno, NV 89502	Phone: 284-9641 Fax: 284-9663	<a href="http://us.jobs/">http://us.jobs/</a>
28	Northwestern University Medill Career Services	Jim O'Brien	1845 Sheridan Rd., Evanston, IL 60208	847-491-5634	<a href="mailto:j-obrien@northwestern.edu">j-obrien@northwestern.edu</a>
29	Northern NV Black Cultural Awareness	N/A	P.O. Box 21448 Reno, NV 89509	Phone: 329-8990 Fax: 827-8645	<a href="mailto:nbcas8990@yahoo.com">nbcas8990@yahoo.com</a>
30	NV Urban Indians, Inc.	Ms. Janet Reeves	6512 S. McCarran, Suite A Reno, NV 89509	Phone: 788-7600 Fax: 788-7611	<a href="mailto:info@urbanindians.org">info@urbanindians.org</a>
31	NV Vocational Rehabilitation	N/A	1325 Corporate Blvd. Reno, NV 89502	823-8100	<a href="mailto:detradmn@nvdeetr.org">detradmn@nvdeetr.org</a>
32	Promaxbda (Promotion)	Jay Milla	1522e Cloverfield Blvd. Santa Monica, CA 90404	310-789-1517	<a href="mailto:jay@promaxbda.org">jay@promaxbda.org</a> <a href="mailto:dmachen@joinjc.org">dmachen@joinjc.org</a>
33	ProNet	David Machen	1201 Terminal Way, #104, Reno, NV 89502	Phone: 674-5408	

**ATTACHMENT A - RECRUITMENT SOURCE LIST**

<b>NO.</b>	<b>RECRUITMENT SOURCE NAME</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>TELEPHONE/FAX NUMBERS</b>	<b>E-MAIL ADDRESS</b>
34	Pyramid Lake Paiute Tribe	Sharon Pacheco, HR Asst.	P.O. Box 256 Nixon, NV 89424	775-574-1000 Fax: 775-574-1086	<a href="mailto:hassistant@plpt.nsn.us">hassistant@plpt.nsn.us</a>
35	Reno Gazette-Journal/Career Builder.com/Indeed.com	Brent Washington Recruitment Sales Consultant	955 Kuenzli St. Reno, NV 89520	888-483-3748	<a href="mailto:bwashingto@gannett.com">bwashingto@gannett.com</a>
36	Reno/Sparks Indian Colony	Ms. Stacy Montooth, Public Relations	34 Reservation Road Reno, NV 89502	Phone: 329-2936 Fax: 329-8710	<a href="mailto:smontooth@rsic.org">smontooth@rsic.org</a>
37	RTDNA Job Service	Karen Hansen	The National Press Bldg. 529 14 <sup>th</sup> St., NW, Suite 1240 Washington, DC 20045	F: 202-223-4007	<a href="http://rtdna.org">rtdna.org</a>
38	Salvation Army	Vickie Legg, Admin Asst.	1931 Sutro St. Reno, NV 89512	Phone: 688-4555 Fax: 688-5522	<a href="mailto:Vickie.legg@usw.salvationarmy.org">Vickie.legg@usw.salvationarmy.org</a>
39	Second Baptist Church	Ms. Geraldine Williams	1265 Montello Reno, NV 89512	Phone: 786-1017 Fax: 786-2138	<a href="mailto:church@secondbaptistreno.org">church@secondbaptistreno.org</a>
40	Sierra Nevada Job Corps	N/A	14175 Mt. Charleston Reno, NV 89506	Phone: 789-1000	
41	Social Security – Ticket to Work Program	Elaine Voigt Executive Director, My Journey Home, Inc., Voc Rehab Job Developer, Employment Network Specialist, Ticket to Work Program for Social Security	255 Bell Street Reno, NV 89503	P: 775-223-0734	
42	Society of Broadcast Engrs	N/A	9102 N. Meridian St., Ste. 150 Indianapolis, IN 46260	317-846-9000	<a href="http://www.sbe.org/jl_submit.php">www.sbe.org/jl_submit.php</a>
43	South Asian Journalist	N/A	N/A	N/A	<a href="mailto:saja@columbia.edu">saja@columbia.edu</a> & <a href="mailto:saja@saja.org">saja@saja.org</a>
44	TMCC	Nancy Roe	475 Edison Way, Reno, NV 89502	Phone: 857-4950	<a href="mailto:nroe@tmcc.edu">nroe@tmcc.edu</a>
45	TVJobs.com	Mark Holloway	P.O. Box 4116 Oceanside, CA 92052	800-374-0119	<a href="http://www.tvjobs.com">www.tvjobs.com</a>

**ATTACHMENT A - RECRUITMENT SOURCE LIST**

NO.	RECRUITMENT SOURCE NAME	CONTACT PERSON	ADDRESS	TELEPHONE/FAX NUMBERS	E-MAIL ADDRESS
46	UNR Reynolds School of Journalism	Alison Gaulden, APR Lecturer Strategic Communication & All Things Internships Reynolds School – All Things Media	UNR Mail Stop 0310 Reno, NV 89557-0310 <a href="http://journalism.unr.edu/students/current-students/post-an-internship/">http://journalism.unr.edu/students/current-students/post-an-internship/</a>	775-784-4459 775.233.3298 (cell: call or text)	<a href="mailto:gauldena@unr.edu">gauldena@unr.edu</a> or <a href="mailto:algaulden@gmail.com">algaulden@gmail.com</a> <a href="http://www.Journalism.unr.edu">www.Journalism.unr.edu</a>
47	UNR College of Business	James Mcclenahan	1664 N. Virginia Street Student Outreach Center Ansari Business 409 Reno, NV 89557	Phone: 784-4852	<a href="mailto:jmcclenahan@unr.edu">jmcclenahan@unr.edu</a> <a href="http://www.unr.edu/business/college-resources/student-outreach-center/employers">http://www.unr.edu/business/college-resources/student-outreach-center/employers</a>
48	UNR	Carla Franich	<a href="http://www.unr.edu/career/jobs">www.unr.edu/career/jobs</a>	775-784-6307	<a href="mailto:carlaf@unr.edu">carlaf@unr.edu</a>
49	USC Annenberg School of Communication and Journalism	N/A	Watt Way Los Angeles, CA 90007	213-821-1660	<a href="mailto:usc@csm.symplicity.com">usc@csm.symplicity.com</a> <a href="mailto:paris@usc.edu">paris@usc.edu</a>
50	VA Sierra Nevada Health Care System	Christie Lambert	975 Kirman Reno, NV 89502	775-328-1232	<a href="mailto:Christie.lambert@va.gov">Christie.lambert@va.gov</a>
51	Veterans (Dept. of Veterans Affairs-CH31 Program)	Ms. Joanne Mazzo	5460 Reno Corporate Drive Reno, NV 89511	Phone: 321-4822 Fax: 321-4823	<a href="mailto:Joanne.mazzo@va.gov">Joanne.mazzo@va.gov</a>
52	WJJI/WLDE	Mr. Lee Tobin	347 W. Berry St., #600 Fort Wayne, IN 46895	Phone: 219-423-3676 Fax: 219-423-5266	<a href="mailto:ltobin@WJJI.com">ltobin@WJJI.com</a>
53	Walker River Paiute Tribe	Ms. Leslie Quintero	P.O. Box 220 Schurz, NV 89427	Phone: 773-2306 Fax: 775-773-2585	N/A
54	Walk-In	N/A	KTVN-4925 Energy Way, Reno, NV 89502	775-858-2222	N/A
55	Washoe County Senior Center (AARP)	N/A	1155 E. Ninth St., Reno, NV 89512	775-328-2575 Fax 775-328-6192	<a href="http://Co.washoe.nv.us/seniorsrv">Co.washoe.nv.us/seniorsrv</a>
56	Washoe Tribe of NV and CA	Todd Eiesland	919 U.S. Hwy. 395 South Gardnerville, NV 89410	Phone: 775-265-4191, #105 Fax: 775-265-8832	<a href="mailto:washoetribe@saturnnet.com">washoetribe@saturnnet.com</a> <a href="mailto:ttolar@wrcbtv.com">ttolar@wrcbtv.com</a>
57	WRCB	Mr. Tom Tolar	900 Whitehall Rd. Chattanooga, TN 37405	Phone: 423-267-5412 Fax: 423-267-6840	

**ATTACHMENT A - RECRUITMENT SOURCE LIST**

<b>NO.</b>	<b>RECRUITMENT SOURCE NAME</b>	<b>CONTACT PERSON</b>	<b>ADDRESS</b>	<b>TELEPHONE/FAX NUMBERS</b>	<b>E-MAIL ADDRESS</b>
58	WTTS/WGCL	Mr. Geoff Vargo	400 One City Centre Bloomington, IN 47404	Phone: 812-332-3366 Fax: 812-331-4570	<a href="mailto:Geoff@sarkestarzian.com">Geoff@sarkestarzian.com</a>
59	Reno Tahoe American Marketing Association	Jennifer Bracciotti	P.O. Box 3876, Reno, NV 89505	N/A	renoama@gmail.com
60	ZipRecruiter (Paid)	Jeff Miller	40 E. Rio Salado Parkway Tempe, AZ 85281	480-750-6674	<a href="mailto:Jeff.miller@ziprecruiter.com">Jeff.miller@ziprecruiter.com</a>
61	LinkedIn	Andrew Perini	4925 Energy Way, Reno, NV 89502		
62	Indeed.com				Indeed.com

## ATTACHMENT B - ORGANIZATIONS REQUESTING NOTIFICATION OF JOB VACANCIES

<b>Community Organization Name</b>	<b>Contact Person</b>	<b>Address</b>	<b>Telephone / Fax Numbers</b>	<b>E-mail Address</b>	<b>Job Category</b>
Bethel AME Church	Jennifer Agnew	2655 North Rock Blvd. Sparks, NV 89431	Phone:775-355-9030 Fax: 355-9065	<a href="mailto:bethelsparksjennifer@mail.com">bethelsparksjennifer@mail.com</a>	All
California Chicano News Media	N/A	725 Arizona Ave., Ste. 206 Santa Monica, CA 90401	Phone:424-229-9482	<a href="mailto:ccnmainfo@ccnma.org">ccnmainfo@ccnma.org</a>	All
Domestic Violence Resource Center	Denise Yoxsimer	1735 Vassar St. Reno, NV 89502	Phone: 329-4150 Fax: 785-7550	<a href="mailto:denisey@caaw.org">denisey@caaw.org</a>	All
Medialine	Mark Shilstone	P.O. Box 51909 Pacific Grove, CA 93950	Phone:800-237-8073	<a href="mailto:medialine@medialine.com">medialine@medialine.com</a>	All
NVBA (Nevada Broadcasters Association) Job Bank	Melanie Muehler	3900 Paradise Road, Suite 279 Las Vegas, NV 89169	Phone:702-794-4994	<a href="mailto:melanie@nevadabroadcasters.org">melanie@nevadabroadcasters.org</a>	All
Nevada Job Connect	Ms. Gloria Chua	4001 So. Virginia St., Ste. H Reno, NV 89502	Phone: 284-7553 Fax: 284-9663	<a href="http://us.jobs">http://us.jobs</a>	All
Pyramid Lake Paiute Tribe	Sharon Pacheco, HR Asst.	P.O. Box 256 Nixon, NV 89424	775-574-1000 Fax: 775-574-1086	<a href="mailto:hrrassistant@plpt.nsn.us">hrrassistant@plpt.nsn.us</a>	All
Sierra Nevada Job Corps	N/A	14175 Mt. Charleston Reno, NV 89506	Phone: 789-1000		All
Washoe Tribe of NV and CA	Todd Eiesland	919 U.S. Hwy. 395 South Gardnerville, NV 89410	Phone:775-265-4191 #105 Fax: 775-265-8832	<a href="mailto:washoetribe@saturmnet.com">washoetribe@saturmnet.com</a>	All