

LIST OF ALL FULL-TIME JOBS FILLED
FOR THE 12 MONTH PERIOD OF Dec 1, 2023 through Nov. 30, 2024

Complete this worksheet continuously every time a vacancy is filled

Job Title: Sales Representative Date Filled: 6/13/24

Job Title: General Manager Date Filled: 7/25/24

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Job Title: _____ Date Filled: _____

Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.

**YEARLY TOTAL NUMBER OF INTERVIEWEES
AND TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH
RECRUITMENT SOURCE**

Complete this worksheet on the anniversary date of the renewal filing due date using the Tally of Interviewee Sources for Each Full-Time Vacancy (Page 16)

Yearly Period Beginning December 2023 Ending: November 2024

Total Number of Persons Interviewed for Full-Time Vacancies: 5

* * * * *

Total Number of Interviewees Referred by Each Recruitment Source:

Recruitment Source Name	Total Number of Interviewees
KNUT Radio	1
Facebook Advertisements	1
Referrals	2
Senior Fair Event	
Walk-In	1

Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.

**TALLY OF INTERVIEWEE SOURCES
FOR EACH FULL-TIME VACANCY**

Complete this worksheet for each full-time vacancy.

Job Title for Vacancy: General Manager Date Vacancy Filled: 7/25/24

Recruitment Source	Number of Interviewees Referred by Source
Referrals	2
KNUTS Radio	

Use these forms for internal purposes only in order to determine the total number of interviewees, as well as the total number of interviewees referred by each recruitment source. Use the results to complete the "Yearly Total number of Interviewees and Total Number of Interviewees Referred by Each Recruitment source" sheet (Page 19)

INTERVIEWEE/HIREE RECORD SHEET

Complete this worksheet for every applicant interviewed for any full time vacancy.

Name of Interviewee/Hiree: Shannon Mcgers

Date(s) of Interview(s): 7/23/24

Job Title of Vacancy: Gened Menger

Recruitment Referral Source: Re Search

Hired? YES NO

If YES, Date of Hire: 7/25/24

Form Prepared By: Shannon Mcgers Date: 8/27/24

Use this worksheet to compile Tally of Interviewee Sources For Each Full-Time Vacancy (Page 18).
Keep in station's internal files to document compliance if required by the FCC.

INTERVIEWEE/HIREE RECORD SHEET

Complete this worksheet for every applicant interviewed for any full time vacancy.

Name of Interviewee/Hiree: Michele Herding

Date(s) of Interview(s): _____

Job Title of Vacancy: General Manager

Recruitment Referral Source: _____

Hired? YES _____ NO

If YES, Date of Hire: 6/25/24

Form Prepared By: Shenna Meyer Date: 8/27/24

Use this worksheet to compile Tally of Interviewee Sources For Each Full-Time Vacancy (Page 18).

Keep in station's internal files to document compliance if required by the FCC.

**TALLY OF INTERVIEWEE SOURCES
FOR EACH FULL-TIME VACANCY**

Complete this worksheet for each full-time vacancy.

Job Title for Vacancy: Sales Representative **Date Vacancy Filled:** 6/13/24

Recruitment Source	Number of Interviewees Referred by Source
Social media	1
KNUTS Radio	1
Facebook	
walk in	1
Posters	

Use these forms for internal purposes only in order to determine the total number of interviewees, as well as the total number of interviewees referred by each recruitment source. Use the results to complete the “Yearly Total number of Interviewees and Total Number of Interviewees Referred by Each Recruitment source” sheet (Page 19)

INTERVIEWEE/HIREE RECORD SHEET

Complete this worksheet for every applicant interviewed for any full time vacancy.

Name of Interviewee/Hiree: Zeck Munce

Date(s) of Interview(s): 6/3/24

Job Title of Vacancy: Sales Rep

Recruitment Referral Source: Radio Ads / Subline

Hired? YES NO

If YES, Date of Hire: 6/13/24

Form Prepared By: Sherron Mays Date: 8/27/24

Use this worksheet to compile Tally of Interviewee Sources For Each Full-Time Vacancy (Page 18).

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INTERVIEWEE/HIREE RECORD SHEET

Complete this worksheet for every applicant interviewed for any full time vacancy.

Name of Interviewee/Hiree: Jim Tansa

Date(s) of Interview(s): 1/25/24

Job Title of Vacancy: Sales Rep

Recruitment Referral Source: Socrel Medic

Hired? YES NO

If YES, Date of Hire: _____

Form Prepared By: [Signature] Date: 1/29/24

Use this worksheet to compile Tally of Interviewee Sources For Each Full-Time Vacancy (Page 16).

Keep in station's internal files to document compliance if required by the FCC.

INTERVIEWEE/HIREE RECORD SHEET

Complete this worksheet for every applicant interviewed for any full time vacancy.

Name of Interviewee/Hiree: Calvin Carlson

Date(s) of Interview(s): 10/31/24

Job Title of Vacancy: Sales

Recruitment Referral Source: Walk in - Radio

Hired? YES _____ NO X

If YES, Date of Hire: _____

Form Prepared By: Sherron Meyer Date: 10/31/24

Use this worksheet to compile Tally of Interviewee Sources For Each Full-Time Vacancy (Page 18).

Keep in station's internal files to document compliance if required by the FCC.



INGSTAD
MINNESOTA
RADIO
NETWORK

WE ARE HIRING!

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Experience preferred, but not necessary!

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SUMMARY DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES

Complete this form to summarize the activities compiled on the Description of Supplemental Outreach Initiatives worksheets (page 16). Stations required to engage in four initiatives should use an additional sheet to include remaining initiatives.

2 1/4 YEAR PERIOD BEGINNING Dec, 20023 AND ENDING Nov, 20024

Specify First Initiative: GFW High School Career Fair

Describe activities undertaken to fulfill that initiative:

Bob Bruce - General Manager + Jim Bertels - Sales
Attended the GFW Career Fair on February 27 2024
in the Highschool gym for 8th grade through 12th grade
had booth + staff there to answer questions

Specify Second Initiative: P1 Plus Certificate of Completion
for Eli Hellman

Describe activities undertaken to fulfill that initiative:

Eli Hellman Completed the P1 Plus training
Series in September, 2024

Place in the public file and post on the station's website annually on the anniversary of the renewal filing date.



Plus

PROGRESS REPORT

**Session 3
2024**

Participant Elijah Hallman
Participant Email eli@knuj.net

Manager Jake Weber
Manager Email jake@ingstadmedia.com

Training Objective	Points
Coursework	170
<i>Course/exams completed (3 points per course)</i>	
Assignment 1	3
<i>What Does Your Boss Want From You?</i>	
Assignment 2	3
<i>Broadcast Scavenger Hunt</i>	
Assignment 3	2
<i>The Sales Cycle – Step One: Prospecting</i>	
Assignment 4	3
<i>The Sales Cycle – The CNA</i>	
Assignment 5	3
<i>The Sales Cycle – The Proposal</i>	
Extra Credit	0
<i>The Branding Process, Goal Management, Other</i>	
Total Points Earned	184

FINAL PROJECT

P1 Plus Training Status
Certified with honors



P1 PLUS CERTIFICATE OF COMPLETION


THIS CERTIFICATE IS PROUDLY PRESENTED TO

Elijah Hallman

Minnesota Broadcasters Association

In Recognition of Outstanding Achievement In And Contribution
to P1 Learning's P1 Plus: Entry Level Sales Training Program 2024.




SPEED MARRIOTT

