

MANHATTAN BROADCASTING COMPANY, INC.



PUBLIC FILE REPORT 2009

The information contained in this report covers the time period beginning on January 25, 2009 and ending on January 31, 2010 for the following stations:

**KMAN-AM-1350 (KMAN)
KMKF-FM-101.5 (KROCK)
KXBZ-FM-104.7 (B104)
KACZ-FM-96.3 (Z-963)**

The FCC's EEO Rule Requires that this report contain the following information:

Appendix 1

- A. A list of all full-time jobs filled by the station employment unit, identified by job title.
- B. For each such vacancy, a list of all the recruitment sources used to seek potential candidates for the vacancy and corresponding contact information for every source. A list of the recruitment source that referred the people hired for each vacancy.
- C. Data reflecting the total number of persons interviewed for all full-time vacancies during the preceding year.
- D. For each recruitment source the station used to seek potential candidates for all vacancies filled during the year, the total number of persons referred by each source that the station interviewed for all vacancies.
- E. Descriptions of any non-job specific outreach initiatives completed during the year.

Appendix 2

- A. Supplemental Recruitment Forms for Internship Program
- B. Supplemental Recruitment Forms for Programs Sponsored by Educational Institutions
- C. Supplemental Recruitment Forms for Job Fair

Appendix One

- A. A list of all full-time jobs filled by the station employment unit, identified by job title.
- B. For each such vacancy, a list of all the recruitment sources used to seek potential candidates for the vacancy and corresponding contact information for every source. A list of the recruitment source that referred the people hired for each vacancy.
- C. Data reflecting the total number of persons interviewed for all full-time vacancies during the preceding year.
- D. For each recruitment source the station used to seek potential candidates for all vacancies filled during the year, the total number of persons referred by each source that the station interviewed for all vacancies.
- E. Descriptions of any non-job specific outreach initiatives completed during the year.

2009 Annual EEO Public File Report

A. Full-Time Vacancies Filled During Past Year

A. Full-Time Vacancies Filled During Past Year	
1. Job Title: Marketing Consultant	Date Filled: 05.04.2009
2. Job Title: Marketing Assistant	Date Filled: 05.18.2009
3. Job Title: B104.7 Program Director	Date Filled: 08.01.2009

Source	Contact Person	Address	Tel #	Referred Person Hired?
Vietnamese Student Union	Dong-Hai Nguyen	809 K- State Student Union	785.532.6541	No
American Association of Women in Communication	Gloria Yates	304 Kaw Junction City, KS 66441	785.238.7924	No
Asian American Student Union	Christian Patch	224 Anderson Hall, K-State University	785.532.6436	No
Career & Employment Services	Kerri Keller	100 Holtz Hall, K-State University	785.532.6506	No
Flint Hills Job Corps	Mike Payne	4620 Eureka Dr. Manhattan, KS 66502	785.537.7222	No
Heartland Works	Colleen Mather	7624 Normandy Dr., Ft. Riley, KS 66442	785.762.9675	No
Indian Student Association	Rohit, Parimi	809 K- State Student Union	785.532.4713	No
A.Q. Miller School of Journalism and Mass Communication	Angela Powers	105 Kedzie Hall, K-State University	785.532.6890	No
African Student Union	Phillip Mzava	809 K- State Student Union	785.532.4484	No
Job Service/ Workforce Center	Kelly York	1012 West 6th St. Junction City, KS 66441	785.762.8870	No
Korean Student Association	Soo Cheong Jang	809 K- State Student Union	785.532.5580	No
Manhattan Area Technical College	Tracy Geisler	3136 Dickens Ave. Manhattan, KS 66502	785.587.2800	No
Manhattan/ KSU NOW	Brenda Mayberry	P.O. Box 181 Manhattan, KS 66505	785.539.1738	No
Manhattan Workforce Center Laura	Courtney Bower	205 S. 4th St. Suite K Manhattan KS 66502	785.539.5691	No
Manhattan Business & Professional Womens Organization	Rhonda Lund	P.O. Box 53 Manhattan, KS 66503	785.537.1039	No
Manhattan Christian College	Randy Ingmire	1415 Anderson Ave. Manhattan, KS 66502	785.539.3571	No
Multicultural Honor Society	Carla Jones	809 K-State Student Union	785.532.6541	No
UFM Community Learning Center	Linda Teener	1221 Thurston Manhattan, KS 66502	785.539.8763	No
United Way of Riley County	Maxine Coffey	114 South 4th St. Manhattan, KS 66502	785.776.3779	No
Junction City Family YMCA Inc.	Ted Hayden	1703 McFarland Rd., Junction City, KS 66441	785.762.4780	No
WORK Kansas Legal Services	Aaron Miller	104 South 4th St. Manhattan, KS 66502	785.537.2943	No
Black Student Union	Carmen Ellis	224 Anderson Hall, Manhattan, KS 66502	785.532.6436	No
Washburn University	Pam Erikson	1700 SW College Ave., Topeka, KS 66621	785.670.1010	No
Express Personnel Services	Ly nne Hinrichsen	800 Tuttle Creek Blvd. Suite B Manhattan, KS	785-776-6700	No
Ketch Employment Services	Tanya Piper	2709 Amherst Manhattan KS, 66502	785-776-4011	No
Regional Workforce Center	Maureen Toll	120 W Ash P.O. Box 586 Salina KS 67401	785-827-9301	No
Kansas State Collegian	Lindsay Burger	118 Kedzie Hall, Manhattan KS 66502	785-532-6560	No
Manhattan Mercury	Ned Seaton	318 N. 5th St Manhattan, KS 66502	785-776-8808	No
Kansas Job Link	Jim Zaman	1430 S.W. Topeka Blvd. Topeka, KS 66612	785-296-2955	Yes
On-Air Announcement Manhattan Broadcasting Co.	Krista Widler	2414 Casement Rd. Manhattan, KS 66502	785-776-1350	Yes
Station Referrals	Station Employee	N/A	N/A	Yes
Kansas Association of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	N/A	No
EEO 1 Source	Litera Consulting	http://www.broadcast1source.com	N/A	No
Manhattan Broadcasting Company Website	Krista Widler	http://www.1350kman.com	785-776-1350	Yes



Job Title: Marketing Consultant**Date Filled: 05.04.2009**

Source	Contact Person	Address	Tel #	Referred Person Hired?
K-State Volunteer Center	Lynda Bachelor	2323 Anderson Manhattan, KS 66502	800-volunteer.org	No
Manpower of Manhattan	manhattan,ks@na.man	555 Suite 245 Poyntz Ave Manhattan, KS	785-776-1094	No
Kansas Works of Manhattan	Terry McAfee	2055 4th St. Suite K Manhattan, KS	785-539-5691	No
United Way Of Riley County	Maxine Coffey	114 S. 4th St. Manhattan, KS	785-776-3779	No
UFM Community Center	Linda Teener	1221 Thurston, Manhattan, KS 66502	785-539-8763	No



2. Job Title: Marketing Assistant/Consultant
Date Filled: 05.18.2009

Source	Contact Person	Address	Tel #	Referred Person Hired?
Vietnamese Student Union	Dong-Hai Ngayen	809 K- State Student Union	785.532.6541	No
American Association of Women in Communication	Gloria Yates	304 Kaw Junction City, KS 66441	785.238.7924	No
Asian American Student Union	Christian Patch	224 Anderson Hall, K-State University	785.532.6436	No
Career & Employment Services	Kerri Keller	100 Holtz Hall, K-State University	785.532.6506	Yes
Flint Hills Job Corps	Mike Payne	4620 Eureka Dr. Manhattan, KS 66502	785.537.7222	No
Heartland Works	Colleen Mather	7624 Normandy Dr., Ft. Riley, KS 66442	785.762.9675	No
Indian Student Association	Rohit, Parimi	809 K- State Student Union	785.532.4713	No
A.Q. Miller School of Journalism and Mass Communication	Angela Powers	105 Kedzie Hall, K-State University	785.532.6890	No
African Student Union	Phillip Mzava	809 K- State Student Union	785.532.4484	No
Job Service/ Workforce Center	Kelly York	1012 West 6th St. Junction City, KS 66441	785.762.8870	No
Korean Student Association	Soo Cheong Jang	809 K- State Student Union	785.532.5580	No
Manhattan Area Technical College	Tracy Geisler	3136 Dickens Ave. Manhattan, KS 66502	785.587.2800	No
Manhattan/ KSU NOW	Brenda Mayberry	P.O. Box 181 Manhattan, KS 66505	785.539.1738	No
Manhattan Workforce Center Laura	Courtney Bower	205 S. 4th St. Suite K Manhattan KS 66502	785.539.5691	No
Manhattan Business & Professional Womens Organization	Rhonda Lund	P.O. Box 53 Manhattan, KS 66503	785.537.1039	No
Manhattan Christian College	Randy Ingmire	1415 Anderson Ave. Manhattan, KS 66502	785.539.3571	No
Multicultural Honor Society	Carla Jones	809 K-State Student Union	785.532.6541	No
UFM Community Learning Center	Linda Teener	1221 Thurston Manhattan, KS 66502	785.539.8763	No
United Way of Riley County	Maxine Coffey	114 South 4th St. Manhattan, KS 66502	785.776.3779	No
Junction City Family YMCA Inc.	Ted Hayden	1703 McFarland Rd., Junction City, KS 66441	785.762.4780	No
WORK Kansas Legal Services	Aaron Miller	104 South 4th St. Manhattan, KS 66502	785.537.2943	No
Black Student Union	Carmen Ellis	224 Anderson Hall, Manhattan, KS 66502	785.532.6436	No
Washburn University	Pam Erikson	1700 SW College Ave., Topeka, KS 66621	785.670.1010	No
Express Personnel Services	Lynne Hinrichsen	800 Tuttle Creek Blvd. Suite B Manhattan, KS	785-776-6700	No
Ketch Employment Services	Tanya Piper	2709 Amherst Manhattan KS, 66502	785-776-4011	No
Regional Workforce Center	Maureen Toll	120 W Ash P.O. Box 586 Salina KS 67401	785-827-9301	No
Kansas State Collegian	Lindsay Burger	118 Kedzie Hall, Manhattan KS 66502	785-532-6560	No
Manhattan Mercury	Ned Seaton	318 N. 5th St Manhattan, KS 66502	785-776-8808	No
Kansas Job Link	Jim Zaman	1430 S.W. Topeka Blvd. Topeka, KS 66612	785-296-2955	No
On-Air Announcement Manhattan Broadcasting Co.	Krista Widler	2414 Casement Rd. Manhattan, KS 66502	785-776-1350	Yes
Station Referrals	Station Employee	N/A	785-776-1350	Yes
Kansas Association of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	785-235-1307	No
EEO 1 Source	Litera Consulting	http://www.broadcast1source.com	N/A	No
Manhattan Broadcasting Company Website	Krista Widler	http://www.1350kman.com	785-776-1350	Yes



Job Title: Marketing Assistant/Consultant			Date Filled: 05.18.2009	
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Source	Contact Person	Address	Tel #	Referred Person Hired?
Douglass Center	Donald Slater	901 Yuma Street Manhattan, KS 66502	785-587-2774	No
Douglas Center HR Department	Crystal Malchose	101 Poyntz Ave Manhattan, KS 66502	785-587-2445	No
Future Financial Planners	Chad White	319 Justin Hall, Kansas State University	785-532-1486	No
Highland Community College	Scott Kohl	500 Miller Dr., Wamego, KS 66547	785-456-6006	No
K-State Volunteer Center of Man.	Lynda Bachelor	2323 Anderson, Manhattan, KS 66502	800-volunteer.org	No

3. Job Title: B104.7 Program Director
Date Filled: 08.01.2009

Source	Contact Person	Address	Tel #	Referred Person Hired?
Vietnamese Student Union	Dong-Hai Nguyen	809 K- State Student Union	785.532.6541	No
American Association of Women in Communication	Gloria Yates	304 Kaw Junction City, KS 66441	785.238.7924	No
Asian American Student Union	Christina Patch	224 Anderson Hall, K-State University	785.532.6436	No
Career & Employment Services	Kerri Keller	100 Holtz Hall, K-State University	785.532.6506	No
Flint Hills Job Corps	Mike Payne	4620 Eureka Dr. Manhattan, KS 66502	785.537.7222	No
Heartland Works	Colleen Mather	7624 Normandy Dr., Ft. Riely, KS 66442	785.762.9675	No
Indian Students Association	Rohit, Parimi	809 K- State Student Union	785.532.4713	No
A.Q. Miller School of Journalism and Mass Communication	Angela Powers	105 Kedzie Hall, K-State University	785.532.6890	No
African Student Union	Phillip Mzava	809 K- State Student Union	785.532.4484	No
Job Service/ Workforce Center	Kelly York	1012 West 6th St. Junction City, KS 66441	785.762.8870	No
Korean Student Association	Soo Cheong Jang	809 K- State Student Union	785.532.5580	No
Manhattan Area Technical College	Tracy Geisler	3136 Dickens Ave. Manhattan, KS 66502	785.587.2800	No
Manhattan/ KSU NOW	Brenda Mayberry	P.O. Box 181 Manhattan, KS 66505	785.539.1738	No
Manhattan Workforce Center Laura	Courtney Bower	205 S. 4th St. Suite K Manhattan KS 66502	785.539.5691	No
Manhattan Business & Professional Womens Organization	Rhonda Lund	P.O. Box 53 Manhattan, KS 66503	785.537.1039	No
Manhattan Christian College	Randy Ingmire	1415 Anderson Ave. Manhattan, KS 66502	785.539.3571	No
Multicultural Honor Society	Carla Jones	809 K-State Student Union	785.532.6541	No
UFM Community Learning Center	Linda Teener	1221 Thurston Manhattan, KS 66502	785.539.8763	No
United Way of Riley County	Maxine Coffey	114 South 4th St. Manhattan, KS 66502	785.776.3779	No
Junction City Family YMCA Inc.	Ted Hayden	1703 McFarland Rd, Junction City, KS 66441	785.762.4780	No
WORK Kansas Legal Services	Aaron Miller	104 South 4th St. Manhattan, KS 66502	785.537.2943	No
Black Student Union	Carmen Ellis	224 Anderson Hall, Manhattan, KS 66502	785.532-6436	No
Washburn University	Pam Erikson	1700 SW College Ave., Topeka, KS 66621	785.670.1010	No
Express Personnel Services	Lynne Hinrichsen	800 Tuttle Creek Blvd. Suite B Manhattan, KS	785-776-6700	No
Ketch Employment Services	Tanya Piper	2709 Amherst Manhattan KS, 66502	785-776-4011	No
Regional Workforce Center	Maureen Toll	120 W Ash P.O. Box 586 Salina KS 67401	785-827-9301	No
Kansas State Collegian	Lindsay Burger	118 Kedzie Hall, Manhattan KS 66502	785-532-6560	No
Manhattan Mercury	Ned Seaton	318 N. 5th St Manhattan, KS 66502	785-776-8808	No
Kansas Job Link-Topeka	Jim Zaman	1430 S.W. Topeka Blvd. Topeka, KS 66612	785-296-2955	No
On-Air Announcement Manhattan Broadcasting Co.	Krista Widler	2414 Casement Rd. Manhattan, KS 66502	785-776-1350	Yes
Station Referrals	Station Employee	N/A	785-776-1350	Yes
Kansas Association of Broadcasters	Judy Clouse	http://kab.net/jobbank/default.asp	785-235-1307	No
EEO 1 Source	Litera Consulting	http://www.broadcast1source.com	N/A	No
Manhattan Broadcasting Company Website	Krista Widler	http://www.1350kman.com	785-776-1350	No

Job Title: B104.7 Program Director			Date Filled: 08.01.2009	
Source	Contact Person	Address	Tel #	Referred Person Hired?
Douglass Center	Donald Slater	901 Yuma Street Manhattan, KS 66502	785-587-2774	No
Douglas Center HR Department	Crystal Malchose	101 Poyntz Ave Manhattan, KS 66502	785-587-2445	No
Future Financial Planners	Chad White	319 Justin Hall, Kansas State University	785-532-1486	No
Highland Community College	Scott Kohl	500 Miller Dr., Wamego, KS 66547	785-456-6006	No
K-State Voltunteer Center of Man.	Lynda Bachelor	2323 Anderson, Manhattan, KS 66502	800-volunteer.org	No

C. Total Number of Persons Interviewed for All Full Time Vacancies Filled During the Past Year:

18 Interviewed

D. Total Number of Interviewees For All Full-Time Vacancies Filled During The Past Year Per Recruitment/Referral Sources:

Source	Contact Person	Address	Tel #	# Interviewees Referred
Vietnamese Student Union	Dong-Hai Nguyen	809 K- State Student Union	785.532.6541	No
American Association of Women in Communication	Gloria Yates	304 Kaw Junction City, KS 66441	785.238.7924	No
Asian American Student Union	Christina Patch	224 Anderson Hall, K-State University	785.532.6436	No
Career & Employment Services	Kerri Keller	100 Holtz Hall, K-State University	785.532.6506	Two
Flint Hills Job Corps	Mike Payne	4620 Eureka Dr. Manhattan, KS 66502	785.537.7222	No
Heartland Works	Colleen Mather	7624 Normandy Dr., Ft. Riley, KS 66442	785.762-9675	No
Indian Students Association	Rohit, Parimi	809 K- State Student Union	785..532.4713	No
A.Q. Miller School of Journalism and Mass Communication	Angela Powers	105 Kedzie Hall, K-State University	785.532.6890	No
African Student Union	Phillip Mzava	809 K- State Student Union	785.532.4484	No
Job Service/ Workforce Center	Kelly York	1012 West 6th St. Junction City, KS 66441	785.762.8870	No
Korean Student Association	Soo Cheong Jang	809 K- State Student Union	785.532.5580	No
Manhattan Area Technical College	Tracy Geisler	3136 Dickens Ave. Manhattan, KS 66502	785.587.2800	No
Manhattan/ KSU NOW	Brenda Mayberry	P.O. Box 181 Manhattan, KS 66505	785.539.1738	No
Manhattan Workforce Center	Courtney Bower	205 S. 4th St. Suite K, Manhattan, KS 66502	785.539.5691	No
Manhattan Business & Professional Womens Organization	Rhonda Lund	P.O. Box 53 Manhattan, KS 66503	785.537.1039	No
Manhattan Christian College	Randy Ingmire	1415 Anderson Ave. Manhattan, KS 66502	785.539.3571	No
Multicultural Honor Society	Carla Jones	809 K-State Student Union	785.532.6541	No
UFM Community Learning Center	Linda Teener	1221 Thurston Manhattan, KS 66502	785.539.8763	No
United Way of Riley County	Maxine Coffey	114 South 4th St. Manhattan, KS 66502	785.776.3779	No
Junction City Family YMCA Inc.	Ted Hayden	1703 McFarland Rd, Junction City, KS 66441	785.762.4780	No
WORK Kansas Legal Services	Aaron Miller	104 South 4th St. Manhattan, KS 66502	785.537.2943	No
Black Student Union	Carmen Ellis	224 Anderson Hall, Manhattan, KS 66502	785.532-6436	No
Washburn University	Pam Erikson	1700 SW College Ave., Topeka, KS 66621	785.670.1010	No
Express Personnel Services	Lynne Hinrichsen	800 Tuttle Creek Blvd. Suite B Manhattan, KS	785-776-6700	No
Ketch Employment Services	Tanya Piper	2709 Amherst Manhattan KS, 66502	785-776-4011	No
Regional Workforce Center	Maureen Toll	120 W Ash P.O. Box 586 Salina KS 67401	785-827-9301	No
Kansas State Collegian	Lindsay Burger	118 Kedzie Hall, Manhattan KS 66502	785-532-6560	No
Manhattan Mercury	Ned Seaton	318 N. 5th St Manhattan, KS 66502	785-776-8808	No
Kansas Job Link-Topeka	Jim Zaman	1430 S.W. Topeka Blvd. Topeka, KS 66612	785-296-2955	One
On-Air Announcement Manhattan Broadcasting Co.	Krista Widler	2414 Casement Rd. Manhattan, KS 66502	785-776-1350	Five
Station Referral	Station Employee	2414 Casement Road, Manhattan KS 66502	785-776-1350	Seven
Kansas Association of Broadcasters	Judy Clouse	http://.kab.net/jobbank/default.asp	785-235-1307	No
EEO 1 Source	Litera Consulting	http://www.broadcast1source.com	N/A	No
Manhattan Broadcasting Company Website	Krista Widler	http://www.1350kman.com	785-776-1350	Three

Recruitment/Referral Sources continued

Source	Contact Person	Address	Tel #	# Interviewees Referred
Douglass Center	Donald Slater	901 Yuma Street Manhattan, KS 66502	785-587-2774	No
Douglas Center HR Department	Crystal Malchose	101 Poyntz Ave Manhattan, KS 66502	785-587-2445	No
Future Financial Planners	Chad White	319 Justin Hall, Kansas State University	785-532-1486	No
Highland Community College	Scott Kohl	500 Miller Dr., Wamego, KS 66547	785-446-6006	No
K-State Volunteer Center of Man.	Lynda Bachelor	2323 Anderson, Manhattan, KS 66502	800-volunteer.org	No

E. Outreach Activities: Brief Descriptions of Activities Performed in the Last Year (Supplemental Recruitment Forms are included in Appendix 2)

I. Menu Item #5: Internship Program:

(Supplemental Recruitment Forms included in Appendix 2a)

Located near the campus of Kansas State University, in Manhattan Kansas, Manhattan Broadcasting Company offers selected internships in broadcasting to K-State students each semester. The internship is designed to offer students "hands on" experience with specific responsibilities in the areas of broadcasting in which they have an interest. Examples of internships being offered include: Sales and Marketing, News, Sports, Promotions, and on air Production. Manhattan Broadcasting also works in conjunction with Kansas State University for students to also obtain college credit by enrolling in the K-State internship program which is offered by the school of Journalism . The hours may vary predicated on the number of credits the student intends to earn. All internships are on a credit or monetary basis, which is determined by Manhattan Broadcasting Company prior to the internship commencing.

II. Menu Item #10: Participation in at least four events or Programs sponsored by educational institutions relating to career opportunities in broadcasting:

Manhattan Broadcasting Company, for several years, has offered a Program Sponsored by Educational Institutions for students exploring careers in broadcasting. The program gives high school and or college students the opportunity to observe radio station personnel in their actual work environment. Students have the opportunity to select which radio station at Manhattan Broadcasting they wish to observe station personnel at their job. The Program is coordinated with Educational Institutions within Manhattan Broadcasting's coverage area to give students a snapshot view of their particular area of interest as well as overall station operation. This program is offered at the beginning of fall, spring, and summer classes.

III. Menu Item #2: Hosting Job Fairs:

(Supplemental Recruitment Forms included in Appendix 2c)

Manhattan Broadcasting Company hosts a job fair every year in which station management discuss with students from Kansas State University careers in broadcasting. During the job fair Manhattan Broadcasting provides "fact sheets" describing the different job opportunities available at Manhattan Broadcasting. . Specific positions include, Marketing Consultant, Sales Assistant, News Director, Program Director, Traffic Director, Production Director, Programming , Sales Manager, Disc Jockey. Those in attendance have the opportunity to meet with station management to discuss their specific job interest. During this job fair students also have the opportunity to inquire about part time job positions and internships as well. In the spring, Manhattan Broadcasting also participates in a Job Fair hosted by the A.Q. Miller School of Journalism and Mass Communications at Kansas State University. The Job Fair, entitled "Careers in Broadcasting", make Manhattan Broadcasting Management Personnel available to meet with students and the general public who are interested in pursuing a possible career in broadcasting. Manhattan Broadcasting's management staff make themselves available to answer questions to those in attendance at the Job Fair.

Appendix Two

Appendix 2

- A. Supplemental Recruitment Forms for Internship Program
- B. Supplemental Recruitment Forms for Programs Sponsored by Educational Institutions
- C. Supplemental Recruitment Forms for Job Fair

Appendix Two A

Supplemental Recruitment Forms for Internship Program

A. Letters to Educational Institutions regarding available internships at Manhattan Broadcasting.

B. Description of internships available at Manhattan Broadcasting.

Internships

Sample

Date

To Whom It May Concern

Manhattan Broadcasting, licensee of KMAN, KROCK, B104.7, and Z96.3 is offering student internships for (semester and year) in the following areas: News, Sports, Promotions, Sales/Marketing, and Production. Enclosed is a brief description of the internships being offered at Manhattan Broadcasting.

Internships are offered on a limited basis for each semester. Students interested in pursuing an internship should notify the internship coordinator at Manhattan Broadcasting to set up a meeting. Students should also contact their advisor to discuss specifics in fulfilling requirements needed for an internship. The number of hours needed to fulfill an internship varies on the number of credit hours taken.

We would appreciate if you would make the enclosed information available to students seeking internships for the fall, spring, or summer semesters. Please do not hesitate to call should you have any questions regarding any of the information enclosed.

Sincerely,

Krista Widler
Internship Coordinator
Manhattan Broadcasting Company, Inc.

"Internship Program" School and School Personnel Contact List:

Dr. David Andrus
Department of Marketing
201C Calvin Hall
Kansas State University
Manhattan, KS 66506

Jennifer Brantley
Career & Employment Services
100 Holtz Hall
Kansas State University
Manhattan, KS 66506

Kristin Copeland
A.Q. Miller School of Journalism and Mass Communications
105 Kedzie Hall
Kansas State University
Manhattan, KS 66506-1501

Yar Ebadi
College of Business Administration
110 Calvin Hall
Kansas State University
Manhattan, KS 66506-0501

Gloria Freeland
Kansas State University
A.Q. Miller School of Journalism and Mass Communications
104 Kedzie Hall
Manhattan, KS 66506

Dr. Kevin Gwinner
Department of Marketing
201C Calvin Hall
Kansas State University
Manhattan, KS 66506

Bambi Landholm
Assistant Professor
A.Q. Miller School of Journalism and Mass Communications
159 Dole
Kansas State University
Manhattan, KS 66506

Claudia Leeds
K-State Marketing Club
201 Calvin Hall
Kansas State University
Manhattan, KS 66506

Steve Smethers
Associate Professor
A.Q. Miller School of Journalism and Mass Communications
104B Kedzie
Kansas State University
Manhattan, KS 66506

Thimios Zaharopoulos
Washburn School of Journalism
1700 SW College Ave.
Washburn University
Topeka, KS 66621



MANHATTAN BROADCASTING COMPANY, INC.

Manhattan Broadcasting Company offers internships for different positions at Manhattan Broadcasting's four radio stations, KMAN, KROCK, B104.7 and Z96.3.

The internship is designed to offer students the opportunity to participate in their specific area of interest: news, sports, production, promotion, and marketing.

Internships being offered at Manhattan Broadcasting include:

- **News** - Working with the News Director in gathering, reporting, writing and producing local news stories. Responsibilities also include covering City and County Commission meetings, press conferences and other news stories.
- **Sports** - Working with the KMAN Sports Director in assisting and preparing for sports events. This would include K-State, Manhattan High and area sports.
- **Production** - Working directly with the radio station's Production Director on writing copy and producing commercials for businesses. This includes developing the creative commercials station promotions and station imaging that is heard on the four radio stations.
- **Promotions** - Working with the Sales and Programming Departments on the numerous promotions and special events the radio stations are involved in.
- **Marketing** - Working with the Manhattan Broadcasting Sales Department in account management, sales proposals, client relationship and accompanying Account Executives on sales calls.

For more information contact:

Krista Widler
Krista@b1047.com
785.776.1350

Appendix Two B

Supplemental Recruitment Forms for Program Sponsored by Educational Institutions

A. Letters to Educational Institutions regarding job shadowing opportunities at Manhattan Broadcasting.

B. Manhattan Broadcasting periodically runs on-air schedules throughout the year informing students of mentoring opportunities at the radio stations (schedules included).

Manhattan Broadcasting Mentoring Program

Date

Principal/Counselor
High School
Address
City, State Zip

Sample

Dear Principal/Counselor:

Manhattan Broadcasting will again be offering a mentoring program to area high schools for (semester and year). Manhattan Broadcasting offers this program on a first come first serve basis on any of our four radio stations. Each station, KMAN, K-ROCK, B104.7, and Z96.3 provides one mentoring session per semester.

The mentoring program offers the opportunity for students to explore the different job opportunities available in broadcasting. The program is set up for the student to actually visit the Manhattan Broadcasting studios for half a day to pursue their particular area of interest in radio. Students can explore possible careers in: news, sports casting, commercial production, deejay, talk show hosts, promotions and marketing.

The program is set up for students to come to our facility at 2414 Casement Road in Manhattan. If you have students whom have expressed an interest in broadcasting, please contact Kristy Nyswonger at 776-1350 to select a date and time. Please be advised that we can accommodate up to two students, per session.

Sincerely,
Krista Widler
EEO Advisor
Manhattan Broadcasting Company

Manhattan Broadcasting Mentoring Program

“Program Sponsored by Educational Institution” Contact List:

Blue Valley High School

Phone: (785) 293-5255
Principal: Tim Winter
Career Counselor: Matt Shrieber
Counselor:

Centralia High School

Phone: (785) 857-3324
Principal: John Whetzal
Counselor: Lisa Schmitz

Clay Center High School

Phone: (785) 632-2131
Principal: Mike Adams
Gifted Instructor: Elby Adamson
Counselor: Lisa Last
Counselor: Bill Desbian

Frankfort High School

Phone: (785) 292-4486
Principal: Dean Dalinghaus
Counselor: Tom Schroeder
Journalism: Linda Schomaker

Junction City High School

Phone: (785) 717-4200
Principal: Stan Dodds
Career Coordinator: Mike Gross
Counselor: Danette Dutton
Journalism: Jennifer Fells

Manhattan High School

Phone: (785) 587-2110
Principal: Terry McCarthy
Journalism: Brendan Praeger
Counselor: Carolyn Devanue
Gifted: Patti Gray

Onaga High School

Phone: (785) 889-4251
Principal: Roger Stumpf
Journalism: Tim Kite
Counselor: Rhon Davis

Rock Creek High School

Phone: (785) 494-8594
Principal: Dennis Post
Media Center: Jessica Augustine
Counselor: Kevin Sullivan

Riley County High School

Phone: (785) 485-4020

Principal: Eric Swanson

Journalism: Megan Steiner

Counselor: Katie Ball

St. Mary's JR/SR High School

Phone: (785) 437-6257

Principal: Eric Steele

Counselor: Crystal Hurla

Wabaunsee High School

Phone: (785) 765-3315

Principal: Dr. Larry Andersen

Counselor: Mrs. Kaiser

Wamego High School

Phone: (785) 456-2214

Principal: Donna Workman

Broadcasting: Jennifer Topliff

Counselor: Jina Kugler

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407

Amount Paid \$ _____

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Official Invoice	Date	Page

DETACH AND RETURN WITH PAYMENT

1407-00302-0000 O 11/30/2009 1

PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
11/18/2009	Wed	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
11/19/2009	Thu	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
11/20/2009	Fri	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
11/21/2009	Sat	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
11/22/2009	Sun	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
11/23/2009	Mon	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
11/24/2009	Tue	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
11/25/2009	Wed	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
11/26/2009	Thu	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
11/27/2009	Fri	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
11/29/2009	Sun	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
11/30/2009	Mon	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00

Please include your account number & invoice number on your check for proper credit.

Quantity	40	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407 Amount Paid \$ _____

1407-00302-0001	12/31/2009	1
Official Invoice	Date	Page

DETACH AND RETURN WITH PAYMENT

1407-00302-0001 O 12/31/2009 1

PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
12/1/2009	Tue	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/2/2009	Wed	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/3/2009	Thu	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/4/2009	Fri	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/5/2009	Sat	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/6/2009	Sun	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
12/7/2009	Mon	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/8/2009	Tue	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
12/9/2009	Wed	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
12/10/2009	Thu	:30	KACZ-FM Copy: MENTORING-4050	1	0.00	0.00
12/12/2009	Sat	:30	KACZ-FM Copy: MENTORING-4050	1	0.00	0.00
12/13/2009	Sun	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
12/14/2009	Mon	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
12/15/2009	Tue	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
12/16/2009	Wed	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/17/2009	Thu	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
12/18/2009	Fri	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
12/19/2009	Sat	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00
12/20/2009	Sun	:30	KACZ-FM Copy: MENTORING-4050	4	0.00	0.00
12/21/2009	Mon	:30	KACZ-FM Copy: MENTORING-4050	2	0.00	0.00
12/22/2009	Tue	:30	KACZ-FM Copy: MENTORING-4050	3	0.00	0.00

Please include your account number & invoice number on your check for proper credit.

Quantity	55	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407

Amount Paid \$ _____

1407-00300-0000	11/30/2009	1
Official Invoice	Date	Page

DETACH AND RETURN WITH PAYMENT

1407-00300-0000 O 11/30/2009 1

PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
11/21/2009	Sat	:30	KMAN-AM Copy: MENTORING-2050	1	0.00	0.00
Please include your account number & invoice number on your check for proper credit.						

Quantity	1	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407

Amount Paid \$ _____

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Official Invoice	Date	Page

DETACH AND RETURN WITH PAYMENT

1407-00300-0001 O 12/31/2009 1

PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
12/3/2009	Thu	:30	KMAN-AM Copy: MENTORING-2050	1	0.00	0.00
12/5/2009	Sat	:30	KMAN-AM Copy: MENTORING-2050	1	0.00	0.00
12/6/2009	Sun	:30	KMAN-AM Copy: MENTORING-2050	1	0.00	0.00
12/12/2009	Sat	:30	KMAN-AM Copy: MENTORING-2050	1	0.00	0.00
12/15/2009	Tue	:30	KMAN-AM Copy: MENTORING-2050	1	0.00	0.00
Please include your account number & invoice number on your check for proper credit.						

Quantity	5	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407

Amount Paid \$ _____

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Official Invoice	Date	Page

DETACH AND RETURN WITH PAYMENT

1407-00301-0000 O 11/30/2009 1

PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
11/18/2009	Wed	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
11/19/2009	Thu	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
11/20/2009	Fri	:30	KMKF-FM Copy: MENTORING-3050	2	0.00	0.00
11/21/2009	Sat	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
11/22/2009	Sun	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
11/23/2009	Mon	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
11/24/2009	Tue	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
11/25/2009	Wed	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
11/26/2009	Thu	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
11/27/2009	Fri	:30	KMKF-FM Copy: MENTORING-3050	2	0.00	0.00
11/28/2009	Sat	:30	KMKF-FM Copy: MENTORING-3050	2	0.00	0.00
11/29/2009	Sun	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
11/30/2009	Mon	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00

Please include your account number & invoice number on your check for proper credit.

Quantity	43	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407

Amount Paid \$ _____

1407-00301-0001	12/31/2009	1
Official Invoice	Date	Page

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PSA
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Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
12/2/2009	Wed	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/3/2009	Thu	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/4/2009	Fri	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/5/2009	Sat	:30	KMKF-FM Copy: MENTORING-3050	1	0.00	0.00
12/6/2009	Sun	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/7/2009	Mon	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
12/8/2009	Tue	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
12/9/2009	Wed	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/10/2009	Thu	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/11/2009	Fri	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/12/2009	Sat	:30	KMKF-FM Copy: MENTORING-3050	2	0.00	0.00
12/14/2009	Mon	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/15/2009	Tue	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/16/2009	Wed	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
12/17/2009	Thu	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/18/2009	Fri	:30	KMKF-FM Copy: MENTORING-3050	3	0.00	0.00
12/19/2009	Sat	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00
12/20/2009	Sun	:30	KMKF-FM Copy: MENTORING-3050	2	0.00	0.00
12/21/2009	Mon	:30	KMKF-FM Copy: MENTORING-3050	4	0.00	0.00

Please include your account number & invoice number on your check for proper credit.

Quantity	65	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407 Amount Paid \$ _____

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Official Invoice	Date	Page

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PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
11/18/2009	Wed	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/19/2009	Thu	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/20/2009	Fri	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/21/2009	Sat	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/22/2009	Sun	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/23/2009	Mon	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/24/2009	Tue	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/25/2009	Wed	:30	KXBZ-FM Copy: MENTORING-1050	2	0.00	0.00
11/26/2009	Thu	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/28/2009	Sat	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
11/29/2009	Sun	:30	KXBZ-FM Copy: MENTORING-1050	2	0.00	0.00
11/30/2009	Mon	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00

Please include your account number & invoice number on your check for proper credit.

Quantity	44	Total	0.00
Total Due			0.00

INVOICE

KMAN KMKF KXBZ KACZ
 MANHATTAN BROADCASTING CO., INC
 2414 CASEMENT ROAD
 MANHATTAN, KS 66502

PSA

Advertiser ID: 1407

Amount Paid \$ _____

1407-00299-0001	12/31/2009	1
Official Invoice	Date	Page

DETACH AND RETURN WITH PAYMENT

1407-00299-0001 O 12/31/2009 1

PSA
 , USA

Purchase Order Number:

Est. Number:

Co-Op:

Description: MENTORING

Salesperson: Program Director., GM

Date	Day	Length		Qty	Rate	Total
12/1/2009	Tue	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/2/2009	Wed	:30	KXBZ-FM Copy: MENTORING-1050	2	0.00	0.00
12/3/2009	Thu	:30	KXBZ-FM Copy: MENTORING-1050	3	0.00	0.00
12/5/2009	Sat	:30	KXBZ-FM Copy: MENTORING-1050	3	0.00	0.00
12/6/2009	Sun	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/7/2009	Mon	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/8/2009	Tue	:30	KXBZ-FM Copy: MENTORING-1050	3	0.00	0.00
12/9/2009	Wed	:30	KXBZ-FM Copy: MENTORING-1050	2	0.00	0.00
12/10/2009	Thu	:30	KXBZ-FM Copy: MENTORING-1050	1	0.00	0.00
12/11/2009	Fri	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/12/2009	Sat	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/13/2009	Sun	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/14/2009	Mon	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/15/2009	Tue	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/16/2009	Wed	:30	KXBZ-FM Copy: MENTORING-1050	2	0.00	0.00
12/17/2009	Thu	:30	KXBZ-FM Copy: MENTORING-1050	2	0.00	0.00
12/19/2009	Sat	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/20/2009	Sun	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00
12/21/2009	Mon	:30	KXBZ-FM Copy: MENTORING-1050	4	0.00	0.00

Please include your account number & invoice number on your check for proper credit.

Quantity	62	Total	0.00
Total Due			0.00

INVOICE

Appendix Two C

Supplemental Recruitment Forms for Job Fair

SUPPLEMENTAL RECRUITMENT ACTIVITIES UNDERTAKEN BY MANHATTAN BROADCASTING

Station(s) Claiming Credit: KMAN, K-ROCK, B104.7, Z96.3

Type of Activity Under New EEO Rule: (ii) Participating in a Job Fair

Date of Station Participation: Wednesday, March 4, 2009

Participating Employees: JC King, Aaron Leiker, Corey Reeves, Elise Vander Putton, Chris Griggs, and Scott Smith

Host/Sponsor of Activity: A.Q. Miller School of Journalism and Mass Communications, Criminology and Social Work, Civic Leadership Office and KSU Career and Employment Services at Kansas State University

Brief Description of Activity and Station Participation: Manhattan Broadcasting participated in a job fair at the invitation of the A.Q. Miller School of Journalism and Mass Communications. The event was held on Wednesday, March 4, 2009 from 11 am to 3 pm in the Kansas State University Union Ballroom. Manhattan Broadcasting management staff was on hand to answer questions regarding careers in radio. Manhattan Broadcasting supplied fact sheets for both careers in broadcasting and internship opportunities. The four hour event was attended by over 150 Kansas State University students. Manhattan Broadcasting collected fifteen names for our job information mailing list in addition to fourteen resumes for consideration for job positions and internships.

SUPPLEMENTAL RECRUITMENT ACTIVITIES UNDERTAKEN BY MANHATTAN BROADCASTING

Station(s) Claiming Credit: KMAN, K-ROCK, B104.7, Z96.3

Type of Activity Under New EEO Rule: (ii) Hosting of Job Fair

Date of Station Participation: Tuesday, September 22, 2009

Participating Employees: Rich Wartell; General Manager, Drew Bartlett; KXBZ Program Director, Corey Reeves; KMKF Program Director, Aaron Leiker; KMAN Program Director, John Chappell; KACZ Program Director, Danielle Runnebaum; Sales Manager.

Host/Sponsor of Activity: Manhattan Broadcasting Company, Inc. Job Fair

Brief Description of Activity and Station Participation: Manhattan Broadcasting hosted a job fair at Triangle Park in Aggieville. The event was held Tuesday, September 22nd from 11 am to 2 pm. Manhattan Broadcasting management staff attended the fair in order to answer questions regarding careers in radio, job openings, and internship opportunities. Manhattan Broadcasting supplied fact sheets for both careers in broadcasting and internship opportunities. Approximately 20 people attended the Job Fair. Manhattan Broadcasting hired two students that attended the job fair and are currently working part time.