

Alaska Broadcasting Company, Inc.
KTVA

Interview Summary Sheet

Job Title: Account Manager
Dated Filled: 11/1/2004

	Interviewee	Source
1	Anne Heiner	Employee Referral

EEO INTERNAL JOB VACANCY SUMMARY FORM

A. Full-Time Vacancy Filled

Job Title:

Account Manager

10/9/2004

Date Filled:

1-Nov-04

B. Recruitment/Referral Sources

List all recruitment sources used to seek candidates, clearly indicating which source(s) referred the person hired for the position, and which source(s) referred persons interviewed for the position.

Source	Contact Person	Address	Tel. #	Referred Person Hired?	Referred Persons Interviewed #
Anchorage Daily News	Tara Warner	1001 Northway Dr., Anchorage, AK	257-4444	No	0
Employee Referrals				Yes	1
Company Bulletin Boards				No	0

Total Interviewed 1

Stations are encouraged to retain the names of interviewees for the purposes of responding to a potential FCC audit or third-party complaint.

C. Attachments

- o Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and Internet postings, etc.).
- o Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes, etc.).

**Alaska Broadcasting Company, Inc.
KTVA**

Interview Summary Sheet

Job Title: Account Manager
Dated Filled: 3/14/2005

	Interviewee	Source
1	Tracy Shwetz	Anchorage Daily News
2	Joy Stotts	Anchorage Daily News
3	Randall Akers	Anchorage Daily News
4	Jamey Snow	Employee Referral

EEO INTERNAL JOB VACANCY SUMMARY FORM

A. Full-Time Vacancy Filled

Job Title:

Account Manager

Date Filled:

14-Mar-05

B. Recruitment/Referral Sources

List all recruitment sources used to seek candidates, clearly indicating which source(s) referred the person hired for the position, and which source(s) referred persons interviewed for the position.

Source	Contact Person	Address	Tel. #	Referred Person Hired?	Referred Persons Interviewed #
Anchorage Daily News	Tara Warner	1001 Northway Dr., Anchorage, AK	257-4444	No	3
KTVA Website					
Walk In					
Company Bulletin Boards					
Employee Referral				Yes	1

Total Interviewed 4

Stations are encouraged to retain the names of interviewees for the purposes of responding to a potential FCC audit or third-party complaint.

C. Attachments

- o Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and Internet postings, etc.).
- o Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes, etc.).

01/10/2005

Please sign & return! Ad Verification Only

12:23 PM

Attn: Janice

Anchorage Daily News *From: Jana Bay*

Acct NORT0540
Name ALASKA BROADCASTING CO.
Phone 9075623456
Address 1007 WEST 32ND AVENUE

Credit Card:
Type *ph 2571 4234*
Num
Auth *fax 279.8170*
Expir

Account Manager
KTVA-TV/CBS 11

Adv/Sales/Marketing exp desired for outside commissioned sales position. Fax 907-2166, or hand deliver resume to 3330 Arctic Blvd, Ste 206, Anch, AK 99503, Attn: HR EOE. Closes 1/21/05

City ANCHORAGE
State/Zip AK 99503 Country Code

Start: 01/11/2005	Paytype: BL	Issues: 8
Stop: 01/19/2005	Rate Code: HD	Class: 430
Copy: Adv/Sales/Marketing		

1 week

Amount: \$455.24 Rep 042
Tax: \$0.00 Ad #: 387186
Amount Paid: \$455.24 by: Billed
Payment \$0.00 Balance: 455.24

Ad shown is not actual print size
33 Words
Ad Size 1 X 0.98 Inches

Received by: _____ Date: _____

Original

01/10/2005

Ad Verification Only

12:23 PM

Anchorage Daily News

Acct NORT0540
Name ALASKA BROADCASTING CO.
Phone 9075623456
Address 1007 WEST 32ND AVENUE

Credit Card:
Type
Num
Auth
Expir

Account Manager
KTVA-TV/CBS 11

Adv/Sales/Marketing exp desired for outside commissioned sales position. Fax 907-2166, or hand deliver resume to 3330 Arctic Blvd, Ste 206, Anch, AK 99503, Attn: HR EOE. Closes 1/21/05

City ANCHORAGE
State/Zip AK 99503 Country Code

Start: 01/11/2005	Paytype: BL	Issues: 8
Stop: 01/19/2005	Rate Code: HD	Class: 430
Copy: Adv/Sales/Marketing		

Amount: \$455.24 Rep 042
Tax: \$0.00 Ad #: 387186
Amount Paid: \$455.24 by: Billed
Payment \$0.00 Balance: 455.24

Ad shown is not actual print size
33 Words
Ad Size 1 X 0.98 Inches

Received by: _____ Date: _____

Customer Copy

01/10/21/05

Alaska Broadcasting Company, Inc.
KTVA

Interview Summary Sheet

Job Title: Receptionist / Administrative Assistant
Dated Filled: 12/20/2004

	Interviewee	Source
1	Yvette Bowles	Opti Staffing
2	Angela Bahler	Anchorage Daily News
3	Michelle Snook	Anchorage Daily News
4	Brenda Bass	Anchorage Daily News
5	Alia Hogan	Alaska Job Center

EEO INTERNAL JOB VACANCY SUMMARY FORM

A. Full-Time Vacancy Filled

Job Title: **Receipt/Admin Asst.**

12/3/2004

Date Filled:

20-Dec-04

B. Recruitment/Referral Sources

List all recruitment sources used to seek candidates, clearly indicating which source(s) referred the person hired for the position, and which source(s) referred persons interviewed for the position.

Source	Contact Person	Address	Tel. #	Referred Person Hired?	Referred Persons Interviewed #
AK Job Center	Placement	3301 Eagle St., Anchorage, AK	269-4777	No	1
Anch Daily News	Tara Warner	1001 Northway Dr., Anchorage, AK	257-4444	No	3
Opti Staffing	Brandy Johnson	2550 Denali St., Anchorage, AK	677-9675	Yes	1
Co. Bulletin Board					
Employee Referral					
Adams & Assoc		3601 C. St., Anchorage, AK	561-5161		
Personnel Plus	Patty	3335 Arctic Blvd. Suite 200 Anch, AK	563-7587		
Anchorage Help Wanted		www.anchoragehelpwanted.com			

Total Interviewed 5

Stations are encouraged to retain the names of interviewees for the purposes of responding to a potential FCC audit or third-party complaint.

C. Attachments

- o Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and Internet postings, etc.).
- o Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes, etc.).

Alaska's Job Bank - Job Description

Job Order: 4246390 **Job Title:** ADMINISTRATIVE ASST/RECEPTIONI

Region: ANCHORAGE/MAT-SU **City:** ANCHORAGE

Education: NA **Months of Experience:** 00 **Minimum Age:** 16

License(s) Required:

Job Description:

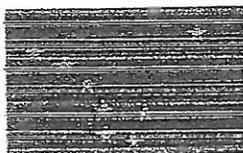
KTVA CBS 11 IS SEEKING AN ADMINISTRATIVE ASSISTANT/ RECEPTIONIST, WHO IS A SELF-STARTER, TO MAINTAIN THE FRONT DESK AND BE A FOCAL POINT OF THE ADMINISTRATIVE SUPPORT SYSTEM AND LIAISON BETWEEN KTVA TELEVISION STATION'S BROADCAST AND SALES FACILITIES. MUST BE VERSATILE AND POSSESS STRONG TELEPHONE, COMPUTER AND INTERPERSONAL COMMUNICATION SKILLS. CURRENT INSURANCE AND RELIABLE TRANSPORTATION REQUIRED. BENEFITS. **TO APPLY, MAIL OR DROP OFF RESUME TO ADMINISTRATIVE MANAGER, KTVA, 1007 W. 32ND AVE., ANCHORAGE, AK 99503.

Job Duration: FULL TIME OVER 150 DAYS **Pay:** Wage Not Stated (DOE)

Hours: 40

If you meet the employer's requirements and wish to apply for this job, follow referral instructions in the job description above. If no instructions appear in the job description, mail or fax your resume to the .

To apply you must be a U.S. citizen or an individual authorized to work in the United States.



Alaska Department of Labor and Workforce Development
Alaska Job Center Network

PLEASE DETACH AND RETURN UPPER PORTION WITH YOUR REMITTANCE

Thank you for advertising in the Anchorage Daily News

11	NEWSPAPER REFERENCE	12	13	14	DESCRIPTION - OTHER COMMENTS/CHANGES	15	SAU SIZE	17	TIMES RUN	19	GROSS AMOUNT	20	NET AMOUNT
16						T6	BILLED UNITS	18	RATE				
09	TY361197				FRONT DESK		1X 26.0	7			588.90		
	DN 0425				NCLN 12/03		26.0CL					780.40	
12/09					ADVERTISER						32.50		
12/09					CLASSIFIED CHARGES						159.00		

THIS INVOICE REFLECTS YOUR CHARGE FOR EACH AD.													
ALL CHARGES WILL APPEAR ON YOUR MONTH END STATEMENT.													

APPROVED													
GEN. MGT. _____													
DEPT. SUPR. _____													
ACCOUNT NO. _____													
7235-10 \$780.40													

PAYABLE TOTAL _____													
REF: _____ EXT. OK. _____													
DATE PAID _____													
CHECK NO. _____													

STATEMENT OF ACCOUNT		AGING OF PAST DUE AMOUNTS						
21	CURRENT NET AMOUNT DUE	22	30 DAYS	60 DAYS	90 DAYS	*UNAPPLIED AMOUNT	23	TOTAL AMOUNT DUE

Anchorage Daily News **S&I**TM

TAX ID NUMBER 92-0071348 *UNAPPLIED AMOUNTS ARE INVOICED IN TOTAL AMOUNT DUE

24	25	ADVERTISER INFORMATION					
1	BILLING PERIOD	6	BILLED ACCOUNT NUMBER	7	ADVERTISER/CLIENT NUMBER	2	ADVERTISER/CLIENT NAME
					NORT0540		

ALASKA BROADCASTING COMPANY				10992
12/09/04	112904	622.00	.00	622.00
12/09/04	113004	780.40	.00	780.40

Alaska Broadcasting Company, Inc.
KTVA

Interview Summary Sheet

Job Title: Receptionist
Dated Filled: 4/28/2005

	Interviewee	Source
1	Billie Tallman	Anchorage Daily News
2	Tammy Edwards	Anchorage Daily News
3	Carla Kooley	Anchorage Daily News
4	Erika Williams	Opti Staffing
5	DeAnna Roering	Employee Referral
6	Monica Sheldon	Personnel Plus
7	Sue Ann Lange	Personnel Plus

EEO INTERNAL JOB VACANCY SUMMARY FORM

A. Full-Time Vacancy Filled

Job Title: Receptionist2

4/8/2005

Date Filled:

28-Apr-05

B. Recruitment/Referral Sources

List all recruitment sources used to seek candidates, clearly indicating which source(s) referred the person hired for the position, and which source(s) referred persons interviewed for the position.

Source	Contact Person	Address	Tel. #	Referred Person Hired?	Referred Persons Interviewed #
AK Job Center	Placement	3301 Eagle St., Anchorage, AK	269-4777		
Anch Daily News	Tara Warner	1001 Northway Dr., Anchorage, AK	257-4444	No	3
Opti Staffing	Brandy Johnson	2550 Denali St., Anchorage, AK	677-9675	No	1
Co. Bulletin Board					
Employee Referral				Yes	1
Adams & Assoc		3601 C. St., Anchorage, AK	561-5161		
Personnel Plus	Patty	3335 Arctic Blvd. Suite 200 Anch, AK	563-7587	No	2
Anchorage Help Wanted		www.anchoragehelpwanted.com			
				Total Interviewed	7

Stations are encouraged to retain the names of interviewees for the purposes of responding to a potential FCC audit or third-party complaint.

C. Attachments

- o Documentation that job vacancy information was widely disseminated (dates of on-air announcements, dated copies of all advertisements, community and Internet postings, etc.).
- o Documentation that job vacancy information was provided to requesting organizations (dated letters, e-mails, faxes, etc.).

attn: Janess W.

04/08/2005

Ad Verification Only

2:43 PM

Anchorage Daily News

Acct NORT0540
 Name ALASKA BROADCASTING CO. Type
 Phone 9075623456 Num
 Address 1007 WEST 32ND AVENUE Auth
 Expir
 City ANCHORAGE
 State/Zip AK 99503 Country Code

Credit Card:

KTVA CBS 11 Receptionist
 Versatile, telephone and computer skills, assist other departments. Reliable, accurate, good work ethics, with professional appearance. Reliable vehicle, insurance required for daily mail run. Good benefits, salary DOE. **Bring resume & come in & fill out application at KTVA, 1007 W. 32nd Avenue, Anchorage, AK 99503. EOE**

Start: 04/09/2005	Paytype: BL	Issues: 7
Stop: 04/15/2005	Rate Code: HD	Class: 425
Copy: ACCOUNTING ASSISTANT		

Amount: \$582.84 Rep 042
 Tax: \$0.00 Ad #: 458765

Ad shown is not actual print size

Amount Paid: \$582.84 by: Billed
 Payment \$0.00 Balance: 582.84

Ad Size 1 X 1.45 Inches
 51 Words

Received by:

[Signature]

Date: 4/8/05

Original

Ashley. 257.4503

04/08/2005

Ad Verification Only

2:43 PM

Anchorage Daily News

Acct NORT0540
 Name ALASKA BROADCASTING CO. Type
 Phone 9075623456 Num
 Address 1007 WEST 32ND AVENUE Auth
 Expir
 City ANCHORAGE
 State/Zip AK 99503 Country Code

Credit Card:

KTVA CBS 11 Receptionist
 Versatile, telephone and computer skills, assist other departments. Reliable, accurate, good work ethics, with professional appearance. Reliable vehicle, insurance required for daily mail run. Good benefits, salary DOE. **Bring resume & come in & fill out application at KTVA, 1007 W. 32nd Avenue, Anchorage, AK 99503. EOE**

Start: 04/09/2005	Paytype: BL	Issues: 7
Stop: 04/15/2005	Rate Code: HD	Class: 425
Copy: ACCOUNTING ASSISTANT		

Amount: \$582.84 Rep 042
 Tax: \$0.00 Ad #: 458765

Ad shown is not actual print size

Amount Paid: \$582.84 by: Billed
 Payment \$0.00 Balance: 582.84

Ad Size 1 X 1.45 Inches
 51 Words

Received by:

Date:

Customer Copy

Please sign & Fax Back 279.8170

Tovsen, Rebecca

From: AnchorageHelpWanted.com [RecruiterSupport@RegionalHelpWanted.com]
Sent: Friday, April 08, 2005 10:02 AM
To: rebecca@ktva.com
Subject: Important info about your new Admin Asst./Receptionist ad.

Rebecca Tovsen,

Thanks for placing your ad on AnchorageHelpWanted.com.

Here are some important things you should review:

Your AutoNotify 24/7:
When you placed your ad, an AutoNotify 24/7 search agent was established with the keywords of "admin asst./receptionist". This agent will run every night and check for NEW resumes and job applications that contain those keywords. If it finds any resumes and/or job applications that have these keywords, it will send you an email with links to them. This early notification gives you the opportunity to contact the candidate right away and gives you the edge over other employers!
(You can change and delete your AutoNotify 24/7 agents from your Account Administration page.)

Note: AutoNotify 24/7 only notifies you of NEW resumes and applications from this point forward. It will NOT tell you about resumes and applications that exist in the database right now. To see those resumes, click on this link...

(If it wraps onto 2 lines, you may have to cut and paste in into your browser.)
<http://regionalhelpwanted.com/employer/SearchResumes/result.cfm?SN=112&S=admin%20asst%20R%20F%20receptionist>
Fill that position RIGHT NOW!
Remember, anytime you have an ad running (like now) you can search our resume database for candidates to fill your position now. Right now, there are 684 people waiting to hear from YOU. They have posted their resume and/or a job application for your viewing. They have given explicit permission for you to contact them regarding a bona fide career opportunity that would be considered normal and customary employment. Just follow this link to search now...

Your link to your Account Administration page...

<http://regionalhelpwanted.com/employer/index.cfm?SN=112>

Need to change your ad?

You have 48 hours to change your ad, free of charge, to correct typos, omissions, etc. . . Just follow the link above, find your ad in the

Current Ads section, and click the "Modify" link next to the ad you need to change. Follow the steps through to the "Congratulations" page to

ensure all changes have been made.

You Control Everything.

From your Account Administration Page (the link above) you can also:

- Add your logo to your ad (for as little as \$15).
- See your company's Account Statement and print receipts/invoices.

-Delete your ad.

-Become a Featured Employer on the home page.

-Modify or add AutoNotify 24/7 agents.

-Change your ad.

-See how popular your ad is.

-Renew your ad.

-and much more, ALL from Account Administration page!

If you ever have questions or need assistance, click on the "Help & FAQ" link at the bottom of any page.

Again, thank you for using www.AnchorageHelpWanted.com.

Good luck with your search,

Your Customer Service Team

RegionalHelpWanted.com, Inc.

800-365-8630

Please use your Account Number for all account related inquiries.

Account Number: 112-1184

**Federal Communications Commission
EEO Audit Program
Recruitment Initiative Supporting Documentation
Alaska Broadcasting Company, Inc. / KTVA-TV**

For the period October 1, 2004 to September 30, 2005

Menu Option	Activities
# 5: Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.	Participation in the Alaska Broadcasters Association Summer 2005 Internship Program.
#7: Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.	Participation in the selection of 2005, Linda Simmons Memorial Scholarship.
#10: Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.	<p>Conducted in station tours and staff discussion with various groups of community students.</p> <ol style="list-style-type: none"> 5. 3/31/2005 7th and 8th graders from Mirror Lake Middle School tour. 6. Anchor Laura Oates visited Mirror Lake Middle School and gave a presentation regarding opportunities, education and starting in the broadcasting industry. 7. Mirror Lake Middle School student came to the station for an in depth look at our News Broadcast and a tour / visit of the station and opportunity to discuss broadcasting with staff members. 8. 1/2005: Two separate tours of the station by Cub Scout groups, including a staff interaction.
#14: Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.	April 20, 2005: Management training conducted by Jerry Bever, General Manager, regarding preventing discrimination in the workplace.
#16: Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.	<ul style="list-style-type: none"> • All vacant positions are disseminated within the community using our list of recruitment resources. • Mirror Lake Middle School Business Partnership. • EEO / Employment on-air announcement.

Alaska Broadcasting Company, Inc. Anchorage, AK



Summary of In-Station Tours and Staff Discussions with Various Groups of Community Students

For the period October 1, 2004 to September 30, 2005

The tours conducted during this time period are made available to area schools and other educational programs. Many of these tours are conducted each year, as they have become part of the regular activities of the schools and classrooms.

During each tour, the group is given a tour of the facility by members of either our promotions or news staff. The tour will show them the technical operations, the newsroom and the broadcast studio. When time and staffing resources allow, the group is allowed to tape and view performances on our chroma key wall and to participate in a question and answer session with members of the newsroom.

Participating staff:

Mary Ann Pruitt: Marketing Director

Ron Blair: Marketing Director

Staci Feger: News Director

Laura Oates: News Anchor

Alaska Broadcasting Company, Inc.
Anchorage, AK



EEO / Employment On-Air Announcement

KTVA regularly airs the following thirty second announcement as part of its efforts to inform the public and its employees of its practices and policies.

Audio transcription:

“KTVA CBS 11 is owned and operated by Alaska Broadcasting Company Incorporated. Alaska Broadcasting Company is an Equal Opportunity Employer, and does so without regard to age, sex, religion or national origin.”

Visual description:

The above narration is visually represented on the screen for the duration of the announcement.

Alaska Broadcasting Company, Inc. Anchorage, AK



Mirror Lake Middle School / KTVA-TV School - Business Partnership Program

The Mirror Lake Middle School / KTVA-TV School – Business partnership began in 2000 when then owner and founder of KTVA, Augie Hiebert set up a mentoring program at one of Anchorage's middle schools.

Since that time KTVA and its staff have donated their time, money and spare equipment to the program. Every year there are multiple opportunities for KTVA staff members and students involved in the Mirror Lake program to interact and share their love of broadcasting.

Some examples of recent activities include:

Students tour the station several at least once a year to observe first hand station operations and have the opportunity to interact with staff members.

Station personnel visit Mirror Lake Middle School to assist in the set-up and training of broadcast equipment and operation. Station engineers have used their skills to construct and wire simple studio set-ups using donated news set construction from the station. Station news personnel visit the school to coach and train students in areas of interviews and other journalism skills.

Attached are excerpts from a couple of school publications that demonstrate our long-standing involvement with school in this program.

Station personnel that have personally been involved:

Augie Hiebert: Founder and former owner

Jerry Bever: General Manager

Jill Burke: KTVA Promotions

Eileen Floyd: KTVA News

Laura Oates: KTVA News

Angela Hutti: KTVA News

Tom Lambert: KTVA Engineering

Terry Reynolds: KTVA Engineering

Mirror Lake Middle School and KTVA, Channel 11 Television

The Mirror Lake Partnership with KTVA Channel 11, was established in March of 1998 to enhance the morning news program of the Video Class that is written, produced, and directed by students.

Mirror Lake Middle School

Principal: Jeanne Fischer
Contact: Emily Blahous
Phone: 688-3399

KTVA TV Channel 11

Contact: Eileen Floyd,
KTVA Assistant News
Director
Phone: 273-3192

Jeanne Fischer, Principal, Mirror Lake Middle School:

Mirror Lake boasts its own innovative morning news program, thanks to the professional support of its partnership with KTVA, Channel 11. More than 800 students and staff watch their school's news via closed circuit television three mornings a week. The team prepares the broadcast by generating and collecting news ideas, writing and editing scripts, composing background music, using linear editing equipment to mix the filmed anchors' announcements with filmed events from the school day, interviewing staff and community members, and filming footage of extracurricular activities and community events.

Field trips to the station have been tremendous learning experiences as team members talk to news anchors, weathermen, reporters, technicians, and producer. Channel 11 visits to the school have helped students learn the importance of poise, enunciation, collegiality, confidentiality, and judgment.

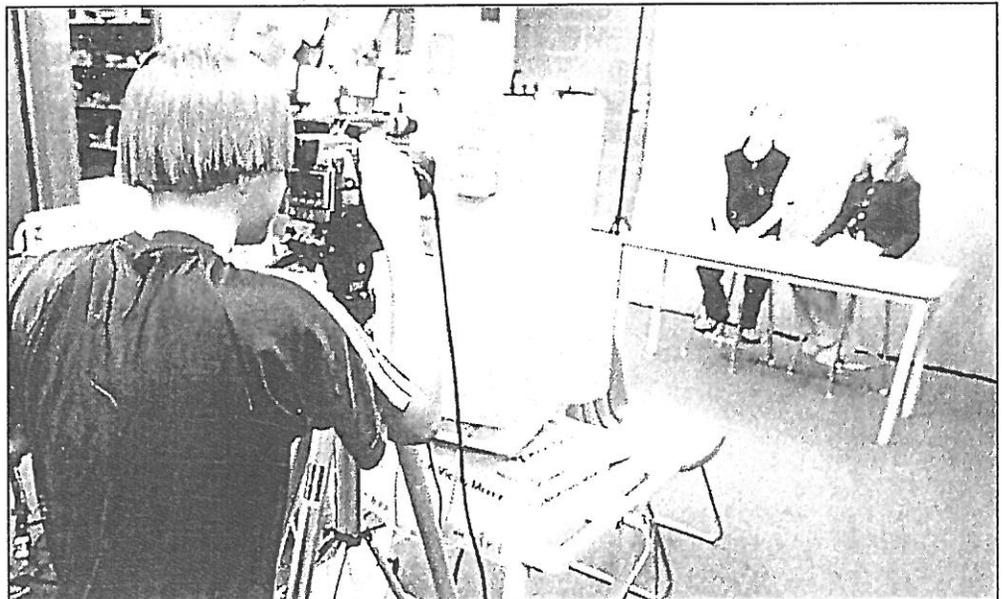
The Mirror Lake Middle School News Team brings exciting state-of-the-art and real world experiences to the student participants and to the entire student body and staff.

Our School Business Partnership with KTVA is especially important to us because there is no middle school curriculum for television broadcasting. With KTVA's help, we have adapted professional materials for our class. The overall effect of this program and Partnership on our school has been one of great pride.

Eileen Floyd, Assistant News Director, KTVA:

This Partnership with Mirror Lake and its students is a wonderful opportunity for sharing ideas with fellow journalists and budding reporters. The students are enthusiastic, take their responsibilities seriously and produce a great product and service for their school. We at KTVA are excited about the continuation of this Partnership and working with the students.

Students in Mirror Lake Middle School's School Business Partnerships Class produce their own innovative morning news program. KTVA Channel 11 provides professional advice.





ASD

Anchorage School District

[Schools](#) | [Departments](#) | [About ASD](#) | [School Board](#) | [myASD](#)

[Site Index](#) | [Site Options](#) | [Contact Us](#)

Search for:

Best Practices, Volume VI, 2004

Mirror Lake Middle School and Alaska Teen Media Institute (ATMI)

[Table of contents](#)

Mirror Lake Middle School

Principal: Jeanne Fischer

Contact: Emily Blahous

Phone: 742-3500

Our Star Award winner from last year, Mr. Augie Hiebert, introduced us to Shana Sheehy several years ago. At that time, Shana was the student manager of UAA's radio station. Now, Shana, with funding from the Spirit of Youth Organization, has established a teen media center in downtown Anchorage.

Two of ATMI's select group of broadcasters are Mirror Lake alumni. Chugiak High School students Mandie Kryszinski and Melissa Smith are past members of Mirror Lake's Best Practice's video/radio team. Through guidance from Mrs. Claudia Wallingford, Mandie and Melissa, along with several other Anchorage students, are pilot members of the ATMI broadcast group.

This year-long commitment demands at least 90 hours of time at the studio in exchange for one hour of high school credit. The students have learned broadcast journalism along with the digital editing of radio news. Their teen segments air regularly on Public Radio - KSKA.

Mrs. Wallingford relates, "The opportunities these girls have is similar to a college internship - in fact, probably better. This is indeed an example of one partnership opening the door for another partnership while we all meet interesting and successful community members who provide interesting and challenging career pathways for our students."

A long standing Mirror Lake Middle School business partnership with KTVA, Channel 11, has spawned a new partnership - ATMI - Alaska Teen Media Institute.



School Business Partnerships Menu

[SBP Home](#)

[Ambassadors](#)

[Best Practices](#)

[Board of Directors](#)

[Calendar](#)

[Collaborations](#)

[Contact Information](#)

[Facts](#)

[Partnerships](#)

[Publications](#)

[School Coordinators](#)

[STAR AWARD](#)



SBP Fundraiser
"What I've Learned So Far"
Calendar

Phone: 907-258-2424

Fax: 907-258-2414

akba@acq.net

Facsimile Transmittal



To: Jerry Bever From: Darlene Simono, Executive Director

Fax: 273-3189 Date: 03/10/2006

Phone: Pages: 3with cover

Ship to:

700 W. 41st Avenue #102 Anchorage, AK 99503

Mail to:

PO Box 102424 Anchorage, AK 99510



Alaska Broadcasters Association
Intern Report Form 2004 (to be filled out by intern's supervisor)

In order for your station to be eligible for an intern grant in 2005, please return this form after internship is completed; by either fax or mail to:

ABA
PO Box 102424 Fax: 907-258-2414
Anchorage AK, 99510

Intern Name: JEFFREY HAMMOND

Date of Internship July 13th to Aug 15

Age of Intern 20

School Attendance (if applicable) WASHINGTON STATE UNIVERSITY

Continued Employment _____ Yes X _____ No

Supervisor Name Katie Gedler Station Call Letters: KIVA

1. Jobs and Duties Performed:
Writing AND Reporting on Smaller Shorter
stories.

2. Skills Acquired:

3. Overall Assessment of Intern's Effectiveness: An Extra hand
Really helps out and takes the weight off
others shoulders.

4. Any Additional Training Provided:



Intern Summary Report 2004 (To be filled out by Intern)

In order for your station to be eligible for an intern grant in 2005, please return after internship is completed by either fax or mail to:

ABA
PO Box 102424 Fax: 907-258-2414
Anchorage AK, 99510

Student: JEFFREY HAMMOND

Home Address: 411 NE MADISON ST. APT #3B Phone Number: (206) 850-8404
PULLMAN, WA 99163

Supervisor Name: JEFF TURNER Station Call Letters: KIVA

1. Was your intern program a worthwhile education experience? Yes () No
Comments: _____

2. Did the intern program increase or decrease your interest in a broadcasting career?
 Increase () Decrease

3. What department (s) did you work in?
1. NEWS
2. _____
3. _____
4. _____
5. _____

4. Which department (s) did you enjoy the most? NEWS

5. Was there a good balance provided by the station between learning and doing?
 Yes () No

Comments: I believe a lot of the learning was done by doing which was great.

6. What are your career goals now? Continuing to further my career in broadcasting.

7. Would you like more information about the \$2,000 ABA Linda Simmons Memorial Scholarship for students enrolled in Broadcast Communications, and Journalism, advertising and public relations majors?
 Yes No

Signed: Jeffrey Hammond Date: 3/15/04

2004 Summer ABA Internship program

SMG OF ALASKA, INC.
GEORGE SULLIVAN SPORTS ARENA
1600 GAMBELL ST
ANCHORAGE, AK 99501

KEYBANK NATIONAL ASSOCIATION
ANCHORAGE, ALASKA 99501
89-87-1252

50828

CHECK DATE	CONTROL NUMBER	AMOUNT
1/21/2004	050828	\$255.00

Hundred Fifty-Five and 00/100

Dollars

Y - Fox 4
East Benson Blvd
Anchorage, AK 99503
United States

Joseph M. Walsh
Penny Mikibben MP

⑈050828⑈ ⑆125200879⑆ 020122001546⑈

Details on back
Security Features Included

SKA BROADCASTERS ASSOCIATION

P.O. BOX 102424
ANCHORAGE, AK 99510
PH (907) 258-2424

DENALI ALASKAN
FEDERAL CREDIT UNION
ANCHORAGE, AK 99501
89-7204-3252

5730

1/22/2004

KTVA-TV

\$ **1,000.00

ousand and 00/100*****

DOLLARS

KTVA-TV
Alaska Broadcasting Company, Inc.
1007 W 32nd Avenue
Anchorage, AK 99507

Dianna Rowedder
Darlene Simone

⑈005730⑈ ⑆325272047⑆55 90048368 ⑈

Details on back
Security Features Included

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER

ORD

NYE FRONTIER FORD, INC.

MILE 40 PARKS HIGHWAY
2701 E. MT. VILLAGE DRIVE
WASILLA, ALASKA 99654

WELLS FARGO BANK, NA

89-5
1252

CHECK# 49408

49408

THREE THOUSAND NINE HUNDRED SEVENTY-TWO DOLLARS AND 90/100**

DATE

AMOUNT

01/28/04

\$3,972.90

KTBY/KTVA
440 E BENSON BLVD
ANCHORAGE AK 99503

VOID IF NOT CASHED WITHIN 180 DAYS

SECURITY FEATURES INCLUDED
DETAILS ON BACK

BY *[Signature]* MP
BY *[Signature]* MP

⑈049408⑈ ⑆125200057⑆003319595⑈

BROADCASTERS ASSOCIATION

KTVA-TV

2004 Intern Grant

1/22/2004

5730
1,000.00

li Alaskan FCU

1,000.00

ACCOUNT	DESCRIPTION	AMOUNT	DATE
8067-07	AK AIRLINES	2014.50	
9457-02	BAGOYS	4680.00	
7334-06	BIRCH, HORTON, BITNER/IP	646.00	
7965-07	CARL JR RESTAURANT-NAT	4751.50	
6760-05	CARL'S JR/IP+	653.93	
6183-02	MORGAN'S HOME FURNISH	1279.28	
7947-10	NYE FORD/MEDIA TEC	1700.00	
3330-06	NYE TOYOTA/CCAA	373.18	
7948-10	NYE TOYOTA/CCAA	1700.00	
3335-06	PREMERA	475.15	
3259-01	PREMERA	1470.50	
9064-03	SNG ENTERTAINMENT	255.00	
KTBY-TV	TOTAL PAYMENT	19998.98	1/29/04

GROSS

ADD

PAYMENT

TOTAL

Position: News Director
Hours: Exempt
Status: Full Time
Supervisor: General Manager
Compensation: DOE
Closing Date: Until Filled

Position Summary

The News Director shall be responsible for the overall execution of station news efforts. This position shall supervise, direct, schedule and coordinate the preparation for and production of news programs and materials aired in conjunction with news department activities · Work with producers, reporters, assignment desk, production assistants, graphic design and operations/engineering staff to coordinate newscast content, style, etc.

Responsibilities

- Work with news and station management to establish News content philosophy and direction.
- Oversee content and the execution of the news product, critiques newscasts and coaches personnel.
- Handle personnel issues of news personnel including hiring, job evaluation and training, department morale and leads by instilling teamwork philosophy.
- Serve as a leader in the newsroom, offering advice, editing, and suggesting news stories and special assignments as required.
- Writes and approves scripts, and works with talent to develop their skills.
- Utilize research and promotion strategies, and solid writing and producing experience to ensure successful newscasts.
- Maintain day-to-day budget controls, approving expenses and controlling and monitoring overtime and other costs.
- Oversee the scheduling of news personnel and the allocation of crews for newsgathering.
- Develop long-range strategic and technical plans for the news department.
- Perform other duties as assigned.

Minimum Knowledge Skills & Abilities

Knowledge of News; FCC and legal guidelines as they relate to news; research and promotional tools as they relate to news; and a firm grasp of strategic news planning and positioning. Must possess a valid State Driver's License (or be able to get one). Good computer skills.

Education Requirements

4-year college degree in Journalism preferred; 5-years experience in television news plus 2-years management experience preferred.

Application Process

Individuals wishing to apply for this position should submit all correspondence / resumes / tapes to Human Resources / Accounting, located at 440 E. Benson Blvd., Anchorage AK 99503. This position will be open until filled. EOE.

Bever, Jerry

From: KTVA Spam Forwarding Service [service@ktva.com]
Sent: Monday, June 21, 2004 9:55 AM
To: jbever@ktva.com
Subject: Fw: Job Posted

----- Original Message -----

From: Daniela Montalvo
To: jbever@KTVA.com
Sent: Monday, June 21, 2004 8:43 AM
Subject: Job Posted

Hello. This email is to notify you that your job ad has been posted on the NAHJ website.

Thank you.

Daniela Montalvo
National Association of Hispanic Journalists
1000 National Press Building
529 14th Street NW
Washington DC, 20045
(202) 662-7152
www.nahj.org

Attend UNITY 2004 - the LARGEST journalism convention in the world!!!
August 4-8, 2004 - Washington, DC
www.unityjournalists.org

Bever, Jerry

From: Mark Shilstone [mark@medialine.com]
Sent: Friday, June 04, 2004 10:47 AM
To: jbever@ktva.com
Subject: Fw: EEO Confirmation

Please allow this to serve as confirmation of receipt of the following job listing(s) from : KTVA on 06/04/04

NEWS DIRECTOR

The listing(s) will run for a 30 day period on our national television job listing service (unless you indicated otherwise) and then automatically remove themselves from the system.

If you need further documentation for your EEO files, please feel free to contact us at:

Phone:800-237-8073

Email:medialine@medialine.com

Fax:831-6485204

Mailing address:Box 51909, Pacific Grove, CA 93950

Contact:Mark Shilstone, Manager

Thank you for using MediaLine,
Mark Shilstone
Manager
MediaLine

Bever, Jerry

From: Bever, Jerry
Sent: Friday, June 04, 2004 10:48 AM
To: 'membership@nahj.org'
Subject: Anchorage News Director Opening

Please accept our opening to be listed with your organization. Thanks in advance for any assistance and please feel free to contact me with any questions.

Jerry Bever
Vice President / General Manager
Alaska Broadcasting Company, Inc.
KTVA - TV / KTBV - TV
Phone: 907-273-3192

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: Bever, Jerry
Sent: Friday, June 04, 2004 10:45 AM
To: 'post@aaja.org'
Subject: Anchorage News Director Opening

Please consider our opening for listing with your organization. Thank you in advance for your assistance and please call with any questions.

Jerry Bever
Vice President / General Manager
Alaska Broadcasting Company, Inc.
KTVA - TV / KTBV - TV
Phone: 907-273-3192

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: Bever, Jerry
Sent: Friday, June 04, 2004 10:37 AM
To: 'jobs@talentdynamics.com'
Subject: Anchorage News Director Opening

Please post the following ad for a 4 week period. Thank you for your help and please call with any questions.

Jerry Bever
Vice President / General Manager
Alaska Broadcasting Company, Inc.
440 E. Benson
Anchorage, AK 99503
KTVA - TV / KTBV - TV
Phone: 907-273-3192

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: Bever, Jerry
Sent: Friday, June 04, 2004 10:24 AM
To: 'jobs@producersolution.com'
Subject: Anchorage News Director Opening

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: Bever, Jerry
Sent: Friday, June 04, 2004 10:22 AM
To: 'editor@newsblues.com'
Subject: Anchorage News Director Opening

We have a great opportunity for an individual that believes that success comes through developing their people. Any assistance you may be in helping me find my staff a great motivator and mentor would be surely appreciated. Thanks in advance and please feel free to call with any questions.

Jerry Bever
Vice President / General Manager
Alaska Broadcasting Company, Inc.
KTVA - TV / KTTY - TV
Phone: 907-273-3192

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: contact@journalismjobs.com
Sent: Friday, June 04, 2004 7:13 AM
To: jbever@ktva.com
Cc: contact@journalismjobs.com
Subject: JournalismJobs.com Job Ad Posting

Thank you for posting your job on JournalismJobs.com. Below is important information about your ad and application procedure. We will mail a bill for \$50 to:

Jerry Bever KTVA 440 E. Benson Anchorage, AK 99503

ADMINISTRATION:

To edit this listing, click on the link for the "Employer Folder" on our home page and log in with your e-mail address: jbever@ktva.com and password: bonus. The link to search the general resume database is also stored in your Employer Folder. Click on the link that says "Search Resume Database." When you need to post, delete or renew an ad, log into your Employer Folder. If you need assistance, call 510-524-2007, or send an e-mail to contact@journalismjobs.com.

APPLICATION PROCEDURE:

Candidates will apply for your job using the contact information you provided in the ad.

YOUR AD CRITERIA:

Company: KTVA
Industry: TV
Position: News Director
Location: Alaska
Job Status: Full-time
Your ad will remain in our database until: July 09, 2004
Your job ad ID # is: 408224

YOUR JOB AD:

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: membership@rtnda.org
Sent: Friday, June 04, 2004 9:52 AM
To: jbever@ktva.com
Subject: Order Confirmation

Thank you for your order with RTNDA/RTNDF!

Merchant: RTNDA
Order ID: VBVE38260826
Order Placed: 04-Jun-04 10:52 AM
Amount of Transaction: \$75.00
Payment Type: American Express

BILL TO

Jerry Bever
440 E. Benson Blvd.
Anchorage
AK
99503
jbever@ktva.com
ORDER DESCRIPTION

Job Posting

Bever, Jerry

From: Bever, Jerry
Sent: Friday, June 04, 2004 9:47 AM
To: 'rick@rickgevers.com'
Subject: Anchorage News Director Opening

Dear Mr. Gevers,

We currently have an opening for a News Director and would like to ask to be included in your employment memo. I appreciate any assistance you may be in our search for this very important position. Thanks in advance for your help and please feel free to call with any questions.

Jerry Bever
Vice President / General Manager
Alaska Broadcasting Company, Inc.
KTVA - TV / KTBV - TV
Phone: 907-273-3192

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.

Bever, Jerry

From: Bever, Jerry
Sent: Monday, June 07, 2004 4:31 PM
To: News Department
Cc: Tovsen, Rebecca
Subject: News Director Posting

For everyone's reference please find attached the vacancy announcement regarding the News Director position. Thanks and please let me know if you have any questions.
Jerry

Bever, Jerry

From: Bever, Jerry
Sent: Tuesday, June 08, 2004 11:02 AM
To: Terhune, Cyd
Subject: News Director Posting

Cyd,

I wanted to send you what I have out there in the way of a News Director ad in case you get calls. Attached is the internal posting and below is the web ad. Thanks and please let me know if you have any questions.

Jerry

NEWS DIRECTOR - KTVA - CH. 11, Anchorage, Alaska's CBS affiliate has a great opportunity for a qualified individual to lead and develop our news efforts while living in one of the most beautiful areas of the country. Don't believe the myths, check for info at <http://www.ktva.com/info>.

This position requires extraordinary people, communication and organizational skills. Must be capable of leading and motivating staff to achieve objectives. Duties will include managing budgets, planning and coordinating schedules, and supervising and mentoring staff.

Send all correspondence / resumes / tapes to ATTN: Jerry Bever / General Manager, KTVA-TV, 440 E. Benson, Anchorage, AK 99503. Documents may be faxed to 907-264-5190, or emailed to HR@KTVA.com. Phone calls are welcome 907-264-5128. EOE.