

EEO Public File Report
Midcontinent Communications -- Rapid City
October 1, 2018-September 30, 2019
Full-Time Positions Filled

Req	Posting Title	Accept Date	Start Date	Positions Filled	Recruitment Sources	Interviewed	Hired
18-0242	Field Technician I	10/8/2018	10/30/2018	1	Current Employee eBenefits - Dept of Veteran Affairs Facebook Glassdoor Handshake College Consortium Helpwanted.com Indeed Keloland Employment Midco TV Commercial Midco Website Mitchell Technical Institute Referred by Friend or Family Referred by Current Employee SDACCC (SD Association College Career Center) SDWORKS (Job Service of South Dakota) SouthDakotaJobNetwork Southeast Technical Institute Twitter ValleyNewsEmployment Western Dakota Tech	- - 1 1 - - 6 - - 4 - 1 - - 1 1 - - - - -	- - - - - 1 - - - - - - - - - - - - -
18-0358	Field Technician I	12/14/2018	1/8/2019	2	eBenefits - Dept of Veteran Affairs Handshake College Consortium Helpwanted.com Indeed Keloland Employment Midco Website Mitchell Technical Institute Referred by Current Employee Referred by Friend or Family SDACCC (SD Association College Career Center) SDWORKS (Job Service of South Dakota) SouthDakotaJobNetwork Southeast Technical Institute Western Dakota Tech	- - - 8 - 1 - 1 1 - - - - - -	- - - 1 - - - 1 - - - - - - -
18-0308	SMB & Advertising Sales Manager	1/4/2019	1/14/2019	1	eBenefits - Dept of Veteran Affairs Black Hills Advertising Federation Current Employee Facebook Glassdoor Handshake College Consortium Helpwanted.com Indeed Keloland Employment LinkedIn Midco Website SDACCC (SD Association College Career Center) SouthDakotaJobNetwork Southeast Technical Institute ValleyNewsEmployment Western Dakota Tech	- 1 2 - 1 - - 2 - 1 2 - - - - -	- 1 - - - - - - - - - - - - -
19-0024	SMB Sales Consultant	3/5/2019	3/19/2019	1	eBenefits - Dept of Veteran Affairs Handshake College Consortium Helpwanted.com Indeed Keloland Employment LinkedIn Midco Website Referred by Current Employee Referred by Friend or Family SDACCC (SD Association College Career Center) SDWORKS (Job Service of South Dakota) SouthDakotaJobNetwork Southeast Technical Institute	- - - - - - - 1 1 - - - -	- - - - - - - 1 - - - - -

				Twitter	-	-	
				ValleyNewsEmployment	-	-	
				Western Dakota Tech	-	-	
19-0183	Field Technician I	8/20/2019	9/3/2019	1	eBenefits - Dept of Veteran Affairs	-	-
				Facebook	1	1	
				Helpwanted.com	-	-	
				Indeed	-	-	
				Keloland Employment	-	-	
				Midco Website	-	-	
				Referred by Current Employee	1	-	
				SDWORKS (Job Service of South Dakota)	1	-	
				SouthDakotaJobNetwork	-	-	
19-0221	Customer Experience Center Representative	8/30/2019	9/17/2019	1	eBenefits - Dept of Veteran Affairs	-	-
				Helpwanted.com	-	-	
				Indeed	9	-	
				Keloland Employment	-	-	
				Midco Website	1	-	
				Referred by Current Employee	1	1	
				SDWORKS (Job Service of South Dakota)	-	-	
				SouthDakotaJobNetwork	-	-	

Recruitment Source	Contact	Email	Entitled to
Recruitment Sources Used for All Openings			
Current Employee	Current Employee application	www.midcocareers.com	N
eBenefits-Dept of Veteran Affairs 810 Vermont Ave NW Washington, D.C. 20420	Contact: Lori Adams Phone: 800-342-9647	www.careeronestop.org	N
Helpwanted.com 1085 Route 55, Unit 14, Lagrangeville, NY 12540	Contact: Maureen Daley Phone: 605-956-4158 Ext- 9002	Maureen@RegionalHelpWanted.com	N
Keloland Employment 501 S Phillips Ave, Sioux Falls, SD 57104	Contact: Sam Johnson Phone: 701-532-0976	sam@classifiedverticals.com	N
LocalJobNetwork(KS,MN,ND,SD, WI) 1000 N. Water St Suite 1100 Milwaukee, WI 53202	Contact: Heather Homa Phone: (800) 984-3775	heather.homa@localjobnetwork.com	N
Midco Website?	Contact: Patti Hawkey Phone: 605-271-7604	www.midcocareers.com	N
SDWORKS (Job Service of South Dakota) 123 W. Missouri Av, .Pierre, SD 57501-0405	Contact: Carla Troudt Phone: 605-394-2296	carla.troudt@state.sd.us	N
Recruitment Sources for Specific Vacancies			
Black Hills Advertising Federation PO Box 2975, Rapid City, SD 57709	Contact: Josh Rundell Phone: N/A	info@aafblackhills.org	N
Mitchell Technical Institute 1800 E Spruce St, Mitchell, SD 57301	Contact: Janet Greenway Phone: 605-995-7194	janet.greenway@mitchelltech.edu	N
Referred by Current Employee	Referral from Current Employee		N
Referred by Friend or Family	Referral from Friend or Family		N
SDACCC (SD Association College Career Center) College Consortium	Contact: Heather Johnson Phone: 605-677-5381	http://www.myinterfase.com/SDACCC/	N
Southeast Technical Institute 2320 N Career Ave, Sioux Falls, SD 57107	Contact: Manda Frey Phone: 605-367-4236	mandy.frey@southeasttech.edu	N

ValleyNewsEmployment 1350 21st Ave S, Fargo, ND 58103	Contact: Samantha Johnson Phone: 701-532-0976	sam@classifiedverticals.com	N
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Western Dakota Tech 800 Mickelson Dr, Rapid City, SD 57703	Contact: Chandra Calvert Phone: 605-718-2419	chandra.calvert@wdt.edu	N
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Media Sources(Newspaper, Billboards, Radio, Flyers, Events, Job Fairs)			
Midco TV Commercial	TV Commerical Midco airs		N

Internet Sources			
Facebook https://www.facebook.com/	Internet Posting		N

Glassdoor https://www.glassdoor.com/index.htm	Internet Posting		N
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Handshake College Consortium https://www.joinhandshake.com/	Internet Posting		N
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Indeed https://www.indeed.com/	Internet Posting		N
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LinkedIn https://www.linkedin.com/feed/	Internet Posting		N
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Twitter https://twitter.com/	Internet Posting		N
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Long Term Initiatives				
Date	Initiative	Description	Scope of Involvement	Personnel Involved
10/1/2018 - on going	Advertising to target a wide range of candidates throughout the area	Midco has created a regional recruitment video featuring current employees and the community (Field Tech)	Broad Outreach	Recruiting
10/1/2018 - on going	Advertising to target a wide range of candidates throughout the area	We advertise available positions with the state Job Service (through the Department of Labor)	Broad Outreach	Midco Production, Marketing and Recruiting
10/1/2018-on going	Career Progression Program for Technicians	This program provides career progression opportunities for Technicians to strengthen and expand their abilities in their field, and enables them to control their own career progression and wages. We partner with the National Cable Television Institute along with implementing our own in house curriculum	Supplemental Recruiting Efforts Professional Development Opportunities	Field Technicians(all Levels), Business Techs (all levels),
10/1/2018 - on going	FastStart Supervisor Training	Onboarding and training program for new managers at Midco via web-ex including an overview of employment law, hiring practices ADA, leaves , Termination Process/Exit Interview.	Compliance Training Professional Development Opportunities for Midco Leaders	Trent Taylor HR Staff
10/1/2018 - on going	Online advertising to target diverse candidates in: North Dakota South Dakota Kansas Minnesota and Wisconsin	An annual membership is maintained with LocalJobNetwork. All positions are posted through the LocalJobNetwork to diversity sites, disability sites, military network sites, state and federal sites, global sites, college networks and many other employment site. Posted positions are emailed daily through the Community and Diversity Outreach program connecting our jobs with active and passive job seekers from community partners. The community and diversity outreach partners receive jobs that match criteria they specifically requested and share the positions with the appropriate members of their organizations. Open jobs are automatically scraped and cross-posted to the list of sites provided to provide exposure to diverse local applicants at a targeted geographic level	Broad Outreach Females Minorities Veterans IWD	Staffing team maintains membership in: www.NorthDakotaDiversity.com www.SouthDakotaDiversity.com www.WisconsinDiversity.com www.NorthDakotaJobNetwork.com www.SouthDakotaJobNetwork.com www.MinnesotaJobNetwork.com www.WisconsinJobNetwork.com www.MinnesotaDiversity.com www.minnesotaworks.net/ www.ndworkforceconnection.com/ https://sd.gov/ https://jobcenterofwisconsin.com/ https://usmilitarypipeline.com/ https://www.ebenefits.va.gov/ VetConnect (LVER/DVOPS)
10/1/2018- on going	Workplace Harassment Prevention Training	OnlineTraining overview of the types of behaviors that can give rise to discrimination, harassment, and retaliation claims, including those based on sex, race, color, national origin, religion, age, and disability, including the benefits of and strategies for promoting a respectful work environment that is free of all forms of harassment, intimidation, and discrimination	Compliance Training	Midco Leadership & Entire Staff
10/1/2018 - on going	Leadership Success Drivers Training	Leadership Success Drivers is a company-wide initiative to empower team members with a set of new and enhanced leadership skills. The Leadership Success Driver strategy is a set of competencies Midco launched for team members at all levels. All team members attended Leading Self-training in 2019.	Professional Development Opportunities for Midco Leaders & Staff	HR Professionals & Hiring Managers
1/11/2019	Midco Sponsored WAVI Coat Drive	Rapid City staff partnered with Granite Automotive to complete the second successful annual coat drive for WAVI (Working Against Violence Inc.), a nonprofit assisting victims of domestic violence.	Supplemental Recruiting Efforts Professional Development Opportunities	Verla Kaufman
2/12/2019	Rapid City Chamber of Commerce B2B Expo	70 Chamber businesses participate in the B2B Expo to highlight their business, employment opportunities and services with over 500 attendees.	Supplemental Recruiting Efforts Professional Development Opportunities	Hiring Managers
2/28/2019	Sturgis High School Job Fair	Shared information with students about company and career option	General Recruiting	Gary Reimer
03/22-03/24/2019	Midco Sponsored Rapid City Kids Fair	Midco sponsored Youth and Family Services' Kids Fair on March 22-24 in Rapid City. This year, 11,381 attended the event.	Supplemental Recruiting Efforts Professional Development Opportunities	Julie Jeffries Jon Lundgren Tammy Haase Lukas Potts Chris Latozke Verla Kaufman Josh Reoh
5/10/2019	Mido Sponsored Miracle Network Radiothon	SMB & Advertising Sales Manager Trent Taylor participated in the Radiothon and told listeners about Midco's commitment to the communities we serve. All of the funds raised stay in the Rapid City community.	Supplemental Recruiting Efforts Professional Development Opportunities	Trent Taylor