

EEO PUBLIC FILE REPORT

For Time Period 02-01-14 through 01-31-15

For Station Unit Comprising WHTG-AM, WTHJ-FM, WBHX-FM, WWZY-FM, WKMK-FM, WBBO-FM

A. Full-Time Vacancies Filled During the Reporting Period and Recruitment Source Used

<u>Job Title</u>	<u>Date Filled</u>	<u>Recruitment Source</u>
Account Manager	02/03/2014	Employee Referral
Account Manager	02/10/2014	Employee Referral
Account Manager	05/19/2014	CareerBuilder.com
Air Talent	05/19/2014	Internal Posting
Account Manager	05/27/2014	Industry Referral
Account Manager	06/02/2014	Employee Referral
Air Talent	06/10/2014	Internal Posting
Air Talent	07/02/2014	Internal Posting
Sales Coordinator	09/30/2014	CareerBuilder.com
Sales Coordinator	10/13/2014	Internal Posting
GSM	12/01/2014	Industry Referral
Air Talent	01/01/2015	Internal Posting
<u>Positions that were filled by internal promotion, progression within company or exigent circumstances:</u>		
Program Director - VP of Programming	7/8/2014 & 01/12/15	
Station Manager / Director of Operations	1/12/2015	

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

(Prong 2 Requests listed below)

<u>Job Title</u>	<u>Account Manager</u>				<u>Interviewees Referred</u>
<u>Source</u>	<u>Contact</u>	<u>Date</u>	<u>Address</u>	<u>Phone No.</u>	
Prong 2	See below*	8-15-13; 1-23-14; 3-18-14	Various	Various	
Monmouth University Career Day	J. Mass	4/2/2014	400 Cedar Ave., W. Long Branch NJ 07764	732-571-3400	
Employee Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
New Jersey Broadcaster's Association	Paul Rotella	8-15-13; 1/23/2014; 3/18/14	348 Applegarth Road, Monroe Township, NJ 08831	1-888-NJBA-FONE	
Company Websites	Human Resources Manager	8/14/2013	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
Industry Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
Internal Posting	Human Resources Manager	8/15/2013	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	1
Asbury Park Press	Gannett NJ Media Group	3-19-14; 3-23-14	3601 Hwy 66, Neptune, NJ 07753	1-866-725-1501	
CareerBuilder.com	Gannett NJ Media Group	5-5-14 30 days	3601 Hwy 66, Neptune, NJ 07753	1-866-725-1501	

<u>Job Title</u>	<u>Air Talent</u>				<u>Interviewees Referred</u>
<u>Source</u>	<u>Contact</u>	<u>Date</u>	<u>Address</u>	<u>Phone No.</u>	
Prong 2	See below*	4/28/2014	Various	Various	
Monmouth University Career Day	J. Mass	4/2/2014	400 Cedar Ave., W. Long Branch NJ 07764	732-571-3400	
Internal Posting	Human Resources Manager	4/28/2014	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	4
New Jersey Broadcaster's Association	Paul Rotella	4/28/2014	348 Applegarth Road, Monroe Township, NJ 08831	1-888-NJBA-FONE	
All Access	The All Access Group Info@allaccessgroup.com	4/28/2014	14520 Big Basin Way, Suite 246, Saratoga, CA 95070	408-257-6155	3
Company Websites	Human Resources Manager	8/14/2013	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	
Industry Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	1

Job Title	Sales Coordinator				
Source	Contact	Date	Address	Phone No.	Interviewees Referred
Prong 2	See below*		Various	Various	
Internal Posting	Human Resources Manager	9/10/2014	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
New Jersey Broadcaster's Association	Paul Rotella	9/10/2014	348 Applegarth Road, Monroe Township, NJ 08831	1-888-NJBA-FONE	1
Company Websites	Human Resources Manager	9/10/2014	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	
Industry Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	
CareerBuilder.com	Gannett NJ Media Group	9/10/2014	3601 Hwy 66, Neptune, NJ 07753	1-866-725-1501	1
Employee Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2

Job Title	General Sales Manager				
Source	Contact	Date	Address	Phone No.	Interviewees Referred
Prong 2	See below*	10/27/2014	Various	Various	
CareerBuilder.com	Gannett NJ Media Group	10/24/2014	3601 Hwy 66, Neptune, NJ 07753	1-866-725-1501	
Industry Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
Employee Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2

*** Prong 2 Organizations:**

Wendy Sturgeon, Mercer County One Stop Career Center
650 South Broad Street
Trenton, NJ 08650
Phone: 609-278-4899
E-Mail Address: wsturgeon@mercercounty.org

Adam Goodman
Goods Entertainment
PO Box 1266
Weston, CT 06883
Phone: 203-341-0111
E-Mail Address: adam@goodsentertainment.com

Sandra Severini
Beau Campus Recruiter
1590 Bullard Place
South Plainfield, NJ 07080
Phone: 908-755-6003
E-Mail Address: BeauCampusRecruiter@gmail.com

Scott Russell
My Air Check
4912 Golfgate Lane NW
St. James City FL 33956
Tel: 1-804-740-1374
Email Address: registration@myaircheck.com

Stuart Goldberg
New York State Department of Labor
Division of Employment Services
138-60 Barclary Avenue
Flushing, NY 11355
Phone: (718) 321-6307
E-Mail Address: Stuart.Goldberg@Labor.State.Ny.Us

NOW
3460 Buford Highway NE
Apartment D2
Atlanta, GA 30329
Phone: 404-321-9199
E-Mail Address: Hrctsthm@aol.com

Alison Doyle
Monmouth County Arts Council
107 Monmouth Street, Suite 3
Red Bank, NJ 07701
Phone: 732-212-1890
Email Address: ad@monmoutharts council.org

C. Total Number of Persons Interviewed for all Full-Time Positions Filled During Reporting Period - 27

D. Total Number of Interviewees for All Full-Time Vacancies Filled During Recruitment Period Per Recruitment Source:

<u>Source</u>	<u>Contact</u>	<u>Address</u>	<u>Phone No.</u>	<u>Interviewees Referred</u>
Internal Posting	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	7
Industry Referral	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	5
Company Websites	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
CareerBuilder.com	Gannett NJ Media Group	3601 Hwy 66, Neptune, NJ 07753	1-866-725-1501	3
All Access	The All Access Group Info@allaccessgroup.com	14520 Big Basin Way, Suite 246, Saratoga, CA 95070	408-257-6155	3
New Jersey Broadcaster's Association	Paul Rotella	348 Applegarth Road, Monroe Township, NJ 08831	1-888-NJBA-FONE	1
Employee Referral	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	6

OUTREACH INITIATIVES 02-01-13 THROUGH 01-31-14

1. **Participation in at least two (four in two years) events or programs sponsored by educational institutions relating to career opportunities in broadcasting**

Description: Asbury Park High School

Participants: Program Directors; Programming Departments

Date: 02/06/2014

Asbury Park High School students came into the studios with the School to Work Coordinator and were given an overview of many areas of a radio organization. They learned about radio in general and were able to learn about and experience what happens in the studio environment on a daily basis.

2. **Participation in events or programs sponsored by educational institutions relating to career opportunities in broadcasting**

Description: Monmouth University Career Event Networking and Internship Fair. University invites broadcasting companies to network and participate in panels designed to give students insight as to how individuals attained their business success. Students are encouraged to meet with company representatives to network.

Participants: Human Resources Manager; Air Talent

Date: 03/03/14

3. **Participation in Job Fairs by Unit Personnel who have substantial responsibility in the making of hiring decisions**

Description: Monmouth University Job Fair, 400 Cedar Avenue, West Long Branch, NJ 07764

Participants: Human Resources Manager; Promotions Supervisor

Date: 04/02/14

Attendance at job fair to recruit for open positions and promotion of and recruitment for Company's Internship Program.

4. **Participation in events or programs sponsored by educational institutions relating to career opportunities in broadcasting**

Description: Monsignor Donovan High School Career/Human Relations Day

Participants: Business Manager

Date: 04/08/2014

Attended Career Day to speak to 6th, 7th and 8th grade students about careers in radio.

5. **Sponsorship of events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting**

Description: Gave studio tours at 2355 West Bangs Avenue, Neptune, NJ 07753. Promotions Department facilitates the tours, which includes tours of the studios. Questions are taken at the end of the tour.

Participants: Promotions Supervisor

Date: 04/04/14

Date: 04/11/14

6. **Participation in Scholarship Program designed to assist students interested in pursuing a career in broadcast communications**

Description: B98.5 / Press Communications Scholarship

Participation: Human Resources Manager

Date: Spring 2014

Company donates \$1,000 to Southern Regional High School District with the stipulations that the student must be entering field of broadcasting or journalism.

7. **Participation in Scholarship Program designed to assist students interested in pursuing a career in broadcast communications**

Description: Press Communications 99.7 The Breeze, 98.5, Thunder 106 Scholarship

Participation: Human Resources Manager; Business Manager

Date: Spring 2014

Company donates \$1,000 to Monsignor Donovan High School Class with the stipulations that the student must be entering field of broadcasting or journalism.

8. **Establishment of Internship Program designed to assist members of the community in acquiring skills needed for broadcast employment. (College Level)**
 Description: Internship Program
 Participants: Human Resources Manager; Director of Marketing; Promotions Directors, Promotions Coordinators
 Date: Summer 2014
 Internship is for college credit and provides valuable insight into the promotions area as well as other areas of employment within radio.

9. **Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination**
 Description: Society of Human Resources Webinar “Moving from Diversity 1.0 to 4.0.”
 Participants: Human Resources Manager
 Date: 09/08/14
 Attended Networking meeting with the above presentation included.

10. **Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination**
 Description: Jersey Shore Association of Human Resources meeting on “Building an Inclusive Workplace One Generation at a Time.”
 Participants: Human Resources Manager
 Date: 10/09/14
 Attended Networking meeting with the above presentation included.

11. **Participation in Job Fairs by Unit Personnel who have substantial responsibility in the making of hiring decisions**
 Description: Monmouth University Job Fair, 400 Cedar Avenue, West Long Branch, NJ 07764
 Participants: Human Resources Manager; Promotions Supervisor
 Date: 11/05/14
 Attendance at job fair to recruit for open positions and promotion of and recruitment for Company’s Internship Program.

12. **Participation in at least two (four in two years) events or programs sponsored by educational institutions relating to career opportunities in broadcasting**
 Description: Asbury Park High School
 Participants: Program Directors; Human Resources Manager
 Date: 11/13/14
 Asbury Park High School students came into the studios with the School to Work Coordinator and were given an overview of many areas of a radio organization. They learned about radio in general and were able to learn about and experience what happens in the studio environment on a daily basis.

13. **Participation in other activities reasonable calculated by the unit to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities**
 Description: NJBA PSA’s
 Participants: Station PDs/Traffic Manager
 Date: Ongoing
 The stations play (on an ongoing basis) New Jersey Broadcasters Association PSA’s encouraging organizations to contact the radio stations to request to be added to a list of organizations who receive notifications of jobs as they open up at the station.

14. **Establishment of training programs designed to enable unit personnel to acquire skills that could qualify them for high level positions**
 Description: Wide Orbit Traffic Systems. Included group training and one-on-one training.
 Participants: General Manager; Business Manager; Traffic Manager; Traffic Coordinator; Sales Coordinators
 Date: Throughout 2014