

Broadcast EEO Regulations Handbook

**LIST OF ALL FULL-TIME JOBS FILLED
FOR THE 12 MONTH PERIOD OF 8/1/2022 through 7/31/2023**

Complete this worksheet continuously every time a vacancy is filled.

Job Title:	<u>General Manager</u>	Date Filled:	<u>9/19/22</u>
Job Title:	<u>General Manager</u>	Date Filled:	<u>3/22/23</u>
Job Title:	<u>Sales</u>	Date Filled:	<u>4/24/23</u>
	<u>4/24/23</u>	Date Filled:	<u></u>
Job Title:	<u></u>	Date Filled:	<u></u>
Job Title:	<u></u>	Date Filled:	<u></u>
Job Title:	<u></u>	Date Filled:	<u></u>
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Job Title:	<u></u>	Date Filled:	<u></u>

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



LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY

Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.

Title for Vacancy: General Manager Date Vacancy Filled: 9/19/2022

Recruitment Source for Actual Hire: LinkedIn

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RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY

Name and Address of Source	Contact Person and Phone Number
Radio Ink	
Inside Radio	
RAB.com	
LinkedIn	
Zip Recruiter	
Kentucky Broadcasters Assn	
All Access	
Facebook	
DecaturRadio.com	
2022-2023 EEO Recruitment list	

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EUJDMSYQ LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY

Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.

Title for Vacancy: General Manager Date Vacancy Filled: 3/22/2023

Recruitment Source for Actual Hire: Media Staffing Network

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RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY

Name and Address of Source	Contact Person and Phone Number
Media Staffing Network	
Decatur Regional Chamber of Commerce	
IL Broadcasters Assn	
Decatur Black Chamber of Commerce	
Love Fellowship Christian Church	
All Access	

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LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY

Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.

Title for Vacancy: _____ Sales _____ Date Vacancy Filled: _____ 4/24/23 _____

Recruitment Source for Actual Hire: _____ Shawna Ludlow, General Manager _____

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RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY

Name and Address of Source	Contact Person and Phone Number
2022-2023 EEO Recruitment list	
On Air ads: WEJT-FM, WYDS-FM, WYDS-D2, WYDS-D3, WYDS-D4, WZNX-FM, WZUS-FM	
Website ad on Decatur Radio.com	
All Access	

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

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

Yearly Period Beginning: 8/1/2022 Ending: 7/31/2023

Total Number of Persons Interviewed for Full-Time Vacancies: 15

Total Number of Interviewees Referred by Each Recruitment Source:

Recruitment Source Name	Total Number of Interviewees
Linked In	1
Indeed.com	1
Zip Recruiter	2
Media Staffing Network	8
On air ad – WYDS-FM	1
DecaturRadio.com	1
Shawna Ludlow – General Manager	1

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

**SUMMARY DESCRIPTION OF
SUPPLEMENTAL OUTREACH INITIATIVES**

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

2/4 YEAR PERIOD BEGINNING August 1, 2022 **AND ENDING** July 31, 2023

Specify First Initiative: 9/15/22 Coles County Class E (Entrepreneurship)

Describe activities undertaken to fulfill that initiative: Luci Englum, District Manager

Spoke to the class about growing businesses, marketing themselves and best practices.

Encouragement of being involved and giving back to the community to build brand awareness.

Specify Second Initiative: 10/24/-10/25/22 IBA Annual Meeting

Describe activities undertaken to fulfill that initiative: Luci Englum, District Mgr

Jeremy Beard, Sales Mgr, Trish Lewis, Programming attended various sessions on success in

sales, importance of building client relationships, being a local media resource.

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

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

2/4 YEAR PERIOD BEGINNING August 1, 2022 **AND ENDING** July 31, 2023

Specify Third Initiative: 2/15/23 IL Broadcasters Assn

Describe activities undertaken to fulfill that initiative: Luci Englum, District Manager
Participated in a panel discussion for IBA during Lake Land College broadcast class to discuss topics and elements necessary for success in sales, client relationships and being a local media resource.

Specify Fourth Initiative: 3/29/23 EIU Media Internship & Job Fair

Describe activities undertaken to fulfill that initiative: Luci Englum, District Manager

Spoke with students from EIU and Lake Land College who are pursuing a degree in media.

Spoke about the broadcast industry and how Cromwell is involved in various events in the

Community. Also about positions available within Cromwell and how each function.

SUMMARY DESCRIPTION OF

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

