

**WKHK-FM/WKLR-FM/WJSR-FM/WURV-FM**  
**EEO PUBLIC FILE REPORT**  
**June 1, 2020 – May 31, 2021<sup>1</sup>**

**I. VACANCY LIST**

See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources (“RS”) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Production/Creative Services Manager	1,3,4,6,12,15,16, 20,21,24	3
Digital Sales Manager	1,3,4,6,12,15,16, 20,21,24	12

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<sup>1</sup> This Report provides recruitment data collected from June1, 2020 through May 31,2021. *[If you started your data reporting on another date during the 10-day grace period at the end of May 2019, please substitute the correct date for the one in brackets.]*

**WKHK-FM, WKHK HD2, WJSR-FM, WKLR-FM, WURV-FM, WURV -HD2  
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**II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
1	Internal Posting (located in 2nd and 3rd floor break rooms and announced in monthly staff meeting) Bob Willoughby Bob.Willoughby@summitmediacorp.com	<i>[If source has responded “Yes” to any offer made to be on your source list, type “Y”. If you have made no offer or source has not responded, type “N”.]</i>	1
2	All Access Joel Denver JDenver@allaccess.com 28955 Pacific Coast Highway Suite 210 Malibu, CA 90265		
3	On Air Advertising-all SEU stations Brooke Rogers Richmond.Jobs@summitmediacorp.com	Yes	5
4	SummitMedia Websites Brooke Rogers Brooke.rogers@summitmediacorp.com	Yes	3
5	VARTV.com Robert Corbin 1725 Live Oak Trl Suite 203 Virginia Beach, VA 23456		
6	Word-of-Mouth Referral Brooke Rogers 804-330-5700	Yes	1
7	Radio-Info.com info@radioinfo.com 785 Williams Street #429 Longmeadow, MA 01106		

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	Ramp Newsletter 661-294-9408 cartermedia@gmail.com		
9	Richmond Times-Dispatch Recruitment@Richmondtimesdispatch.com 300 E. Franklin St. Richmond, VA 23219		
10	Radioandproduction.com PO Box 630071 Irving, TX 75063-0071		
11	Linkedin.com 1-650-687-3555		
12	Indeed.com 1-800-475-4361	Yes	7
13	Virginia Employment Commission Dennis Woodard (866) 832-2363 employer.accounts@vec.virginia.gov 703 E. Main St Richmond, 23219		
14	VCU Career Center Joslyn Bedell (804) 828-1645 907 Floyd Ave P.O. Box 842007 Richmond, VA 23284-2007		
15	University of Richmond Career Center Leslie Stevenson (804) 289-8000 28 Westhampton Way Richmond, VA 23173	Yes	0
16	Handshake <a href="https://www.joinhandshake.com/">https://www.joinhandshake.com/</a>	Yes	0
17	Virginia State University Dannita Trice (804) 524-5000 P.O. Box 9410 Petersburg, VA 23806		

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
18	Inside Radio Gene McKay 800-248-4242 x700 365 Union Street Littleton NH 03561		
19	Radio Advertising Bureau (RAB) Sheena Calton (212) 681-7200 1320 Greenway Drive, Suite 500 Irving, Texas 75038		
20	National Urban League Yolanda Richardson 212-558-5300 120 Wall Street New York, NY 10005	Yes	0
21	Northern Virginia Community College Career and Experiential Learning Services (703) 323-3000 7630 Little River Turnpike Annadale, VA 22003	Yes	0
22	Hampton University Karen Weaver 757-727-5331 Career Counseling and Planning Center 2 Frissell Street Hampton, VA 23668		
23	George Mason University Sara Chandler 703-993-2370 University Career Services 4400 University Drive, MS 3B6 Fairfax, VA 22030		
24	Virginia Association of Broadcasters Christina Sandridge (434) 977-3716 250 West Main Street Suite 100 Charlottesville, VA 22902	Yes	0
(etc.)			
<b>TOTAL INTERVIEWEES OVER REPORTING PERIOD</b>			<b>17</b>

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**III. RECRUITMENT INITIATIVES**

	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description of Activity</b>
<b>1</b>	Training program to enable station personnel to acquire skills that could qualify them for higher positions	P1 Sellers Training is an ongoing initiative to train and coach internal sales team to grow within their broadcast career. Entire sales team and sales management takes part.
<b>2</b>	Training program to enable station personnel to acquire skills that could qualify them for higher positions	VICI Digital Sales Training is a weekly initiative that ran from 6/1/20-5/31/21 to train and coach internal sales team to grow within their broadcast career with a focus on the quickly expanding digital landscape. Entire sales team and sales management takes part.
<b>3</b>	Hosted a weekly onair job fair	Help Wanted Wednesday was a feature that ran weekly for 10 weeks beginning June 2020 to promote job opportunities for those who had lost their jobs during the pandemic. It included opportunities within broadcast. Program Director and Promotions Director took part.
<b>4</b>	Training program to enable station personnel to acquire skills that could qualify them for higher positions	Production Director and General Manager attended Virginia Association of Broadcasters' Best of the Best Leadership Program Session 3 on October 14-15, 2020 which focused on leadership management and team organization within media.
<b>5</b>	Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	Business Manager attended Staying on Top of Your Broadcast FCC EEO Obligations hosted by Washington DC law firm, Wilkinson Barker Knauer on March 24 <sup>th</sup> , 2021.
<b>6</b>	Participation in career day sponsored by	Operations Manager taught a broadcasting class

	organizations representing groups present in the community interested in broadcast employment issues	at Virginia Commonwealth University on March 16 <sup>th</sup> , 2021.
7	Participation in programs designed to promote outreach to groups with a substantial participation with women and or minorities	Operations Managers hosted the Remarkable Women's Luncheon for Richmond Chamber on July 23 <sup>rd</sup> , 2020.
8	Participation in career week sponsored by VCU. Students present at VCU interested in a career in broadcast communications.	General Manager and National Sales Manager hosted session's on April 1 <sup>st</sup> 2021.