

**Shine.FM/Olivet Nazarene University**  
**Annual EEO Public File Report**  
**For WONU-FM (Kankakee, IL), WHZN (Indianapolis, IN), WTMK (Kouts, IN) and WEGN (Kankakee, IL)**

The purpose of this EEO Public File Report ("Report") is to comply with Section 73.2080(c) (6) of the Federal Communications Commission's ("FCC") rules. This report has been prepared for placement in the public inspection files as well as on the website.

The information contained in this report covers the time period beginning January 1, 2023 to and including March 31, 2023.

The FCC's EEO Rules requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station during the Applicable Period;
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person, and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the applicable period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the applicable period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Sections 73.2080(c) (2) of the FCC rules.

Attachment A contains the following information for each full-time vacancy:

- The recruitment sources used to fill each vacancy;
- The recruitment source that referred the hiree for each full-time vacancy;
- The total number of persons interviewed for each full-time vacancy;

Attachment B contains the following information for each full-time vacancy:

- The total number of interviewees referred by each recruitment source used in connection with each vacancy.

Attachment C contains a list and brief description of initiatives undertaken pursuant to Sections 73.2080(c) (2) of the FCC rules.



## **Shine.FM/Olivet Nazarene University**

### **Attachment B Annual EEO Public File Report**

Covering the period from January 1, 2023 to March 31, 2023

Section 3: Supplemental (non-vacancy specific) recruitment activities undertaken by Shine.FM/Olivet Nazarene University.

#### Shine.FM Internship Program

Shine.FM continues growth with the internship program designed to assist members of the community, mainly students from local high schools, colleges, and universities, to acquire skills needed for broadcast employment. Those students who are involved in the internship program gain knowledge in the areas of programming, production, operations, and overall business skills, in order to get real experiences in broadcasting.

Also, during the 2022-2023 School Years, Shine.FM participates in job fairs hosted at local high schools, colleges, and universities.

The current director of Operations has attended two college/job fairs; Greenwood Christian H.S. on March 16<sup>th</sup>, 2023. The Director also attended the Olivet Nazarene University job fair. March 22, 2023.

#### Participation in job banks, Internet Programs, and other programs designed to promote outreach generally

SHINE.FM posts job opportunities on its website, www.shine.fm. In addition, we advertise the website on-air. The Shine.FM website is intended also to describe the radio broadcast business, our radio ministry efforts and promote general outreach to the community.

## **Shine.FM/Olivet Nazarene University**

### **Attachment C Annual EEO Public File Report (continued)**

Covering the period from January 1, 2023 to March 1, 2023

#### Establishment of training programs and graduate assistants program designed to enable station personnel to acquire skills that could qualify them for higher-level positions

Shine.FM has often promoted from within and has trained staff to qualify for higher-level positions being offered. Those promoted to position of Business Development Director from Traffic Coordinator, Director of Donor Communication

from Receptionist, and Marketing Manager from On-Air Personality.

Shine.FM maintains two graduate assists who earn their MBAs while learning functional skills as Traffic Coordinator and Concert & Events Specialist.

Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination

Shine.FM continually communicates to management level personnel the importance of hiring decisions and equal employment opportunity guidelines for the company and its radio stations. Shine.FM posts EEO policy on its website and at all of its radio stations.

Studio Tours

Shine.FM hosts numerous elementary school classrooms, scouting groups and church groups on studio tours discussing the various roles of employment positions within the company and how radio stations generally operate.

Provision of Training to Management Level Personnel

Shine.FM has posted EEO policy on the website and at the station. Shine.FM expands content and continues training as needed. The station staff is instructed in EEO procedures and are encouraged to report possible violations.