

**VOX COMMUNICATIONS GROUP LLC  
BERKSHIRE BROADCASTING CO., INC.**

**EEO Public File Report  
(For the period 12/01/2015 to 11/30/2016)**

**Pittsfield, Massachusetts Employment Unit  
WBEC (AM), Pittsfield, Massachusetts (Facility Id. No. 2714)  
WUPE (AM), Pittsfield, Massachusetts (Facility Id. No. 71436)  
WBEC-FM, Pittsfield, Massachusetts (Facility Id. No. 71437)  
WNAW (AM), North Adams, Massachusetts (Facility Id. No. 4823)  
WUPE-FM, North Adams, Massachusetts (Facility Id. No. 4821)  
WSBS (AM), Great Barrington, Massachusetts (Facility Id. No. 4820)**

<b>Full-Time Job Title</b>	<b>Date Position Opened</b>	<b>Date Position Filled</b>	<b>Recruitment Source for each Hiree, indicate if source requested job vacancy notice</b>	<b>Recruitment Source by number from list below for each Interviewee, indicate if source requested job vacancy notice</b>
#1 Sales Rep-WUPE AM/FM & WNAW	11/4/15	1/3/2016	#3 Berkshire Job Works	5 interviews 3,3,3,3,12
#2 Sales Rep-WSBS	12/31/15	2/2/16	#12 Gamma/Berkshire on air & website	3 interviews 12,3,3
#3 On Air Talent-WBEC-FM	3/7/16	4/1/2016	#11 Internal Candidate	1 interview #11 Internal
#4 Sales Rep, WUPE AM & FM & WNAW	3/28/16	5/16/16	#11 Reference & Internal	4 interviews 11, 12, 3, 3
#5 Sales Rep, WUPE AM & FM & WNAW	11/7/16	n/a	n/a	n/a

## RECRUITMENT SOURCES

### **\*\*SOURCE #1**

BERKSHIRE COMMUNITY COLLEGE  
1350 WEST ST.  
PITTSFIELD, MA 01201  
STUDENT AFFAIRS  
TEL: 499-4660  
CONTACT: John Cornman  
Tel: 236-1611  
E-MAIL: [jcornman@berkshirecc.edu](mailto:jcornman@berkshirecc.edu)

### **\*\*SOURCE #2**

GLADYS ALLEN BRIGHAM CENTER  
165 EAST STREET  
PITTSFIELD, MA 01201  
TEL: 442-5174  
E-MAIL: [marthar@brighamcenter.org](mailto:marthar@brighamcenter.org)

### **\*\*SOURCE #3**

BERKSHIRE JOB WORKS  
160 NORTH ST.  
PITTSFIELD, MA 01201  
TEL: 499-2220 x 111  
E-MAIL: [bemanuel@berkshireworks.org](mailto:bemanuel@berkshireworks.org)

### **\*\*SOURCE #4**

THE NEW SCHOOL OF RADIO  
7 Harriman Campus Rd.  
ALBANY, NY 12206  
TEL: 518 438-7682  
Cathy Taylor  
E-MAIL: [ctaylor@nsrt.org](mailto:ctaylor@nsrt.org)

### **\*\*SOURCE #5**

MILDRED ELLEY  
505 EAST ST.  
PITTSFIELD, MA 01201  
TEL: 499-8618

FAX: 442-2269  
Contact: Jillian Fleming  
E-MAIL: [jfleming@mildred-fleming.edu](mailto:jfleming@mildred-fleming.edu)  
**\*\*SOURCE #6**  
MCCANN TECH  
70 Hodges Class Rd.  
No. Adams, MA 01247  
Kathy Millard/Principal  
TEL: 413 663-5383x 104  
FAX: 413 664-9424  
E-MAIL: [kmillard@mccanntech.org](mailto:kmillard@mccanntech.org)

**\*\*SOURCE #7**  
UMASS CAREER SERVICE NETWORK  
AMHERST, MA 01002  
413-545-2224  
fax: 1413 545-4426  
e-mail: [CCNhelp@acad.umass.edu](mailto:CCNhelp@acad.umass.edu)

**\*\*SOURCE #8**  
MCLA  
HR DEPT  
375 CHURCH ST.  
NORTH ADAMS, MA 01247  
413-662-5373  
E-MAIL: [hr@mcla.edu](mailto:hr@mcla.edu) or [susan.bailey@mcla.edu](mailto:susan.bailey@mcla.edu)

**\*\*SOURCE #9**  
MASSACHUSETTS BROADCASTERS ASSOCIATION  
43 RIVERSIDE AVE  
PMB 401, MEDFORD, MA 02155  
PHONE: 800-471-1875  
FAX: 800-471-1876  
<http://www.massbroadcasters.org>

**\*\*SOURCE #10**  
BERKSHIRE CREATIVE  
75 North Street, Suite 360  
Pittsfield, MA 01201  
E-MAIL: [info@berkshirecreative.org](mailto:info@berkshirecreative.org)  
(413)822-8324

**\*\*SOURCE #11**

PROFESSIONAL REFERENCES AND  
INTERNAL CANDIDATES

**SOURCE #12**

VOX BERKSHIRE RADIO GROUP  
On Air Announcements/Website posting  
Email: jobs@live959.com/jobs@wupe.com  
FAX: 413 442-1590 -Pittsfield  
FAX: 413 528-2162 – Gt. Barrington  
FAX: 413 662-2143 – No. Adams

**SOURCE #13**

BERKSHIRE EAGLE  
75 S. CHURCH ST.  
PITTSFIELD, MA 01201  
TEL: 496-6305  
FAX: 499-3419

**SOURCE #14**

PITTSFIELD GAZETTE  
38 WEST ST.  
PITTSFIELD, MA 01201  
CONTACT: JONATHAN LEVIN  
TEL: 443-2010  
FAX: 443-2445

**SOURCE #15**

ALL ACCESS  
28955 Pacific Coast Highway  
Suite 210  
Malibu, CA 90265  
Tel: 310-457-6616  
WEB PAGE JOB SITE: [www.allaccess.com](http://www.allaccess.com)

**SOURCE #16**

Craig's List  
On Line Webiste

**SOURCE #17**

Westfield State University  
Career Center  
577 Western Avenue  
Westfield, MA 01086  
413.572.5206  
413.572.5475 fax

**A: Initiative: Internet Program**

Gamma/Berkshire Broadcasting uses its station’s websites to provide general information about its job vacancies including what skills and qualifications are needed to fill the specific positions. Each station’s website provides an employment opportunity section which includes information about job fairs and other employment outreach efforts in which the stations are participating as well as links to regional help wanted job sites.

**TOTAL NUMBER OF INTERVIEWEES BY EACH  
RECRUITMENT SOURCE 2016**

Yearly Period Beginning: 12/1/2015      Ending: 11/30/2016

Total Number of Persons Interviewed for Full-time Vacancies: 17

<b>SOURCE</b>	<b>TOTAL # INTERVIEWED</b>	<b>TOTAL # HIRED</b>
<b>SOURCE #1</b>		
BERKSHIRE COMMUNITY COLLEGE PITTSFIELD, MA 01201		
<b>SOURCE #2</b>		
GLADYS ALLEN BRIGHAM CENTER PITTSFIELD, MA 01201		
<b>SOURCE #3</b>		
BERKSHIRE WORKS PITTSFIELD, MA 01201	<b>8</b>	<b>1</b>
<b>SOURCE #4</b>		
<b>THE NEW SCHOOL OF BROADCASTING</b>		
<b>ALBANY, NY</b>		

<b>SOURCE #5</b>		
MILDRED ELLEY		
PITTSFIELD, MA 01201		
<b>SOURCE #6</b>		
MCCANN TECH		
No. Adams, MA 01247		
<b>SOURCE #7</b>		
UMASS CAREER SERVICE NETWORK		
AMHERST, MA 01002		
<b>SOURCE #8</b>		
MCLA		
NORTH ADAMS, MA 01247		
<b>SOURCE #9</b>		
MASS. BROADCASTERS ASSOCIATION		
MEDFORD, MA 02155		
<b>SOURCE #10</b>		
BERKSHIRE CREATIVE		
Pittsfield, MA 01201		
<b>SOURCE #11</b>	2	1
PROFESSIONAL REFERENCES AND		
INTERNAL CANDIDATES		
<b>SOURCE #12</b>	3	1
GAMMA BERKSHIRE RADIO GROUP		
<b>SOURCE #13</b>		
BERKSHIRE EAGLE		
PITTSFIELD, MA 01201		
<b>SOURCE #14</b>		
PITTSFIELD GAZETTE		
PITTSFIELD, MA 01201		
<b>SOURCE #15</b>		
ALL ACCESS		
Malibu, CA 90265		

<b>SOURCE #16</b>		
Craig's List		
On Line Webiste		
<b>SOURCE #17</b>		
Westfield State University		
Westfield, MA 01086		

**NAME OF PERSON TO CONTACT FOR MORE INFORMATION:**

Todd Lee  
Operations Manager  
413-499-3333  
todd@wupe.com

**DESCRIPTION OF SUPPLEMENTAL OUTREACH**

**INITIATIVES SHEET-YEAR 2016**

Continuation of an internship program. This internship program is designed to educate students about careers in radio broadcasting. Any student is eligible to apply for the internships. The internships are available for the spring, summer, and fall semesters. Each candidate is interviewed by the stations' Operations Manager. The number of interns selected depends upon the number of applicants and the projected workload during the internship period. Management at the stations works with administrators at local schools to locate eligible and interested students. Some of the duties an intern may perform include, but are not limited to the following: music research, on-air board operation, clerical work, phone answering, accompanying announcers on remote broadcasts, assisting with promotion duties, commercial writing, production of commercials, music scheduling, call screening and scheduling of guests.

During the Spring Gamma/Berkshire Broadcasting provided an internship to Lauren Cornell, a student at Berkshire Arts & Technology Charter Public School in Adams, Ma. This internship ran from February 16, 2016 through May 12, 2016. Lauren completed 80 hours within the Internship.

Gamma/Berkshire Broadcasting participated in a Virtual Job Fair with The Massachusetts Broadcasters Association March 7 through March 11, 2016. Applicants were invited to submit resumes on line at [www.broadcastersvirtualjobfair.com](http://www.broadcastersvirtualjobfair.com). The Virtual Job Fair was promoted on all of our radio stations with at least 5 promos a day from 3/1/2016 until 3/10/2016.

Gamma/Berkshire Broadcasting participated in a Job Fair with Berkshire Works on September 21, 2016 from 9am until 1pm at The Crown Plaza in Pittsfield. The Job Fair was promoted on all of our radio stations with at least 6 promos a day from 9/5/2016 until 9/20/2016. Attending and representing Gamma/Berkshire Radio Group: Todd Lee, Operations Manager and Victoria Spenser, Sales Manager.

Gamma/Berkshire Radio Group provides training to current employees involved in office, sales, promotion and news departments which enables them to gain specific skills needed for promotion. One employee were trained and promoted for the sales department during this time period.