

**EEO REPORT**  
**VERMONT BROADCAST ASSOCIATES, INC.**  
 December 1, 2021

A. Employment Unit Covered: WGMT, WKXH, and WSTJ

B. Reporting Period: December 1, 2020 to November 30, 2021

C. Full time vacancies filled during this period

Job Title	Date filled	Position
Sales Person	September 1, 2021	1
Announcer	September 1, 2021	1

D. Recruitment Sources:

Sales Person: Lyndon State College, Interoffice memo, On air advertising, State of Vermont Job Bank, All Access.com

Announcer: On air announcement, All Access.com, Lyndon State College, Interoffice Memo, Northeast Kingdom Chamber of Commerce, State of Vermont Job Bank.

E. Total number of persons interviewed for all full-time positions filled during reporting period:

Sales Person : 2  
 Announcer : 2

F. Total number of interviewees for all positions filled during reporting period per recruitment period per recruitment/referral sources: 1

Source	Referrals	Interviewees	Positions from this Source
All Access.com	6	0	0
LSC	0	0	0
On air ad	4	3	1
Interoffice Memo	0	0	0
NEK Chamber	0	0	0
Vermont Job Bank	2	1	1
VT Assoc of Bcasters	0	0	0
NH Assoc of Bcasters	0	0	0

Vermont Broadcast Associates Inc.  
EEO Outreach Activities

Annually all Vermont Broadcast Associates Inc. radio stations air a public press release inviting community groups, minority organizations and interested civic organizations to notify station management if they would like to be notified regarding each new full-time job opening. Vermont Broadcast Associates also send these same press releases to community groups, minority organizations and interested civic organizations seeking the involvement of local groups as part of the licensee's efforts. To date, the St. Johnsbury Chamber of Commerce has expressed interest in receiving such information.

Vermont Broadcast Associates Inc. and its radio stations advertised all of its job openings on the air over each of its broadcast stations.

Vermont Broadcast Associates Inc. has chosen the following menu items:

*List every upper-level opening in a job bank or newsletter of a media trade group whose membership include a substantial number of women and minorities.*

- Vermont Association of Broadcasters job website
- 6/4/21 Announcer
- 6/4/21 Sales Person
  
- New Hampshire Association of Broadcasters job website
- 6/4/21 Announcer
- 6/4/21 Sales Person
  
- All Access Job Bank
- 10/7/21 Sales Person
- 9/2/21 Announcer
- 3/12/21 Sales Person

*Participation in career fairs at local high schools and colleges.*

- Due to covid shutdown, the local school job fair was held at Faith Lighthouse Church, Newport VT on 7/29/21. Steve Nichols, Director of Sales, participated.
- New Hampshire Association of Broadcasters virtual job fair from 3/22/21 to 3/26/21.
- Northern Vermont University job recruitment fair on 9/16/21. Steve Nichols, Director of Sales, participated.

*Internship opportunities are offered to local high school and college students.*

- Internships offered to Northern Vermont University, North Country Union High School and Lyndon Institute students. The program ran from 6/1/21 to

8/20/21. Typical intern duties included office tasks like ordering station supplies and taking shifts as a receptionist; learn the role of promotions assistant; and training as an announcer.

*Vermont Broadcast Associates Inc. and its radio stations provide training to management-level personnel and staff on methods of ensuring equal opportunity and preventing discrimination.*

- Training occurred at the Vermont Association of Broadcasters convention and workshops.
- Management training occurred through on-line education at Local Broadcast Sales.com
- Training for office staff to move into an Announcer position occurred in-house at the station studios and was conducted by the Program Director.

A handwritten signature in blue ink that reads "Bruce James". The signature is written in a cursive style and is positioned above a horizontal line.

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Bruce A. James, President  
Vermont Broadcast Associates, Inc.