

**EEO ANNUAL PUBLIC FILE REPORT
ENTERCOM WILKES-BARRE/SCRANTON**

This report covers full-time vacancy recruitment for the period of April 1, 2016 through March 31, 2017

Employment Unit: Entercom Wilkes Barre, License	Address: Entercom Wilkes-Barre/Scranton 305 Highway 315 PO Box 729 Pittston, PA 18640	Contact Person/Title: Ryan Flynn/General Manager
Unit Members, Community of License WBZU-AM, Scranton, PA WILK-AM, Wilkes-Barre, PA WKZN-AM, West Hazleton, PA WGGI-FM, Benton, PA WKRZ-FM, Freeland, PA WGGY-FM, Scranton, PA WMQX-FM, Pittston, PA WILK-FM, Avoca, PA WKRF-FM, Tobyhanna, PA	Telephone Number: (570) 883-9850	E-mail Address: rflynn@entercom.com

1. Full-Time Job Vacancies Filled by the Employment Unit:

	Title and Hire Date	Recruitment Source Referring Hire	Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List")	Referral Source of Interviewees
A	On-Air Personality 4/1/2016	Employee Referral	Confidential Search	
B	Account Executive 5/2/16	Job Fair	1-50, 52	Job Fair: 3 Entercom Website: 2 Newspaper: 1
C	Account Executive 6/15/16	Entercom Website	1-52	Job Fair: 1 Entercom Website: 2 Radio Ad: 1 Walk-In: 1 Newspaper: 1
D	Account Executive 7/1/16	Job Fair	1-50	Job Fair: 3 Entercom Website: 2
E	Account Executive 9/19/16	Employee Referral	1-50	Employee Referral: 2 Entercom Website: 2 Job Fair: 3



F	Account Executive 9/26/16	Employee Referral	1-50	Repeat of Pool E
G	Promotions Coordinator 1/9/17	Internal Posting	1-50	Entercom Website: 8 Indeed.com: 2 Internal Posting: 1
H	Account Executive 2/1/17	LinkedIn	1-51	Entercom Website: 2 Indeed.com: 2 Employee Referral: 2 Luzerne County Careerlink: 1 LinkedIn: 1 Walk-in: 1 Radio Ad: 1
I	Account Executive 3/1/17	Radio Ads	1-51	Repeat of Pool H
Total # of New Interviewees for full-time job vacancies during the reporting period:				45



2. Recruitment Sources

OUTREACH ORGANIZATIONS

#	Name/Title	Organization	Contact Information	Number of Interviewees Referred by Recruitment Source	Source Entitled to Vacancy Notification (Yes/No)?
1.	Career Services	East Stroudsburg University	careerdevelopment@esu.edu	0	No
2.	Laura McCay Career Services	Bloomsburg University	ajohnson@bloomu.edu 570-389-4070	0	No
3.	Career Development Center	Keystone College	cdc@keystone.edu 570-945-5141	0	No
4.	Mary Ghilani Director of Career Services	Luzerne County Community College	Mghilani@luzerne.edu 570-470-0200	0	Yes
5.	Cheryl Boyer	Ithaca College	cboyer@ithaca.edu 607-274-3011	0	No
6.	Victoria Kerr Buchbauer Career Services	Shippensburg University	career@ship.edu 717-532-9121	0	No
7.	Sue Casson	Syracuse University	careers@syr.edu 315-443-2009	0	No
8.	Career Development Office	Lesley College	Jrcrcjobs@lesley.edu 617-868-9600	0	No
9.	Career Development	Misericordia University	brushmer@misericordia.edu 570-674-6343	0	No
10.	Christina Whitney	University of Scranton	www.Scranton.edu/careers 800 Linden Street, Scranton, PA 18510-4580	0	Yes
11.	Renee Coyne	Slippery Rock University	Renee.coyne@sru.edu 724-738-2028	0	No
12.	Susan Campbell	Georgetown University	Sfc38@georgetown.edu post@law.georgetown.edu 202-687-7121	0	No
13.	Theresa Kinney	King's College	theresakinney@kings.edu 570-208-5874	0	No
14.	Sharon Castragano	Wilkes University	careers@wilkes.edu 570-408-4060	0	No
15.	Christina Brundage	Marywood University	careerservices@marywood.edu 570-348-6247	0	No
16.	Career Services	Albright College	elcdc@albright.edu 610-921-7630	0	No
17.	Megan Adams	Bucknell University	acs.bucknell.edu 570-577-1599	0	No



18.	Jim Fitch	Allegheny College	jfitch@allegheny.edu career@allegheny.edu 814-332-2381	0	No
19.	Jim McLaughlin	Temple University	OwlNetwork.TempleUniversity 215-204-7000	0	No
20.	Joan Welker	Lock Haven University	jwelker@lhup.edu 570-484-21811	0	No
21.	Kerri Gardi	Kutztown University	careerhelp@kutztown.edu 610-683-4067	0	No
22.	Career Services	Indiana University of PA	Career-development@iup.edu 724-357-2100	0	No
23.	Career Services	Bowling Green University	Collegecentral.com/bowlinggreenu aultj@bgsu.edu 419-372-2356	0	No
24.	Career Services	PSU University	Sa.psu.edu/career 570-865-4700	0	No
25.	Jennifer Warabak	CEO People Helping People	Jwarabak@ceopeoplehelpingpeople.org 570-208-7010	0	No
26.	Career Services	Lackawanna County Career Link	jmendzex@pa.gov C-Cgerald@pa.gov 570-963-3110	0	No
27.	Career Services	Luzerne County Human Resources	hr-office@luzernecounty.org 570-829-2401	0	No
28.	Reverend Smith	Mt Zion Baptist Church	mtzionbapch@epix.net 570-824-0477	0	No
29.	William Walker	Walker Rehabilitation & Assoc. Inc (Discontinue 10/16).	walkreh@epix.net 570-945-9242	0	No
30.	Career Services	ManPower	Wilkes-barre.pa@na.manpower 570-825-5661	0	No
31.	Sherry Casterine	McCann School of Business	Sherry.castrine@mccann.edu 570-235-2227	0	Yes
32.	Adam Goodman	Goods Entertainment/Voice Hunter.Com	esimendinger@voicehunter.com agoodman@goodsentertainment.com 1-866-810-1922	0	No
33.	Career Services	Wilkes-Barre Chamber	dsedor@wilkesbarre.org joseph.boylan@wilkes-barre.org 570-822-1101	0	No



34.	Human Resources	Junior League of Scranton	Juniorleagueofscranton@gmail.com 570-961-8120	0	No
35.	Angela Petrucco	Whitman School of Management	www.Whitman/syr.edu 315-443-4140	0	No
36.	Maureen Iskra	PA Careerlink Luzerne County	miskra@edisolutions.com 75 North Laurel Street 570-459-3854	1	Yes
37.	Nancy Fowler	TREHAB	nfowler@trehab.org	0	Yes
38.	Mari Potis	Greater Scranton Chamber of Commerce	mpotis@scrantonchamber.com kaugustine@scrantonchamber.com	0	Yes
39.	Career Services	Institute for Human Resources and Services	jpost@hser.com	0	No
40.	Career Services	NAACP Wilkes-Barre	2306wbnaacpbranch@gmail.com	0	No
41.	Career Services	McCann School of Business	2227 Scranton/Carbondale HWY, Dickson City, 18519 570-415-3084	0	No
42.	Donna Veater	Community Services Offices	410 Olive St., Scranton, PA 18509 570-207-4950	0	No
43.	Career Services	National Organization for Women	115 Jacobs Ladder (202) 628-8669	0	No
44.	Career Services	YMCA of Hazleton	75 S Church Street Hazleton, PA 570-455-2046	0	No
45.	Career Services	Catholic Social Services- Wyoming Valley	33 East Northampton St Wilkes-Barre, PA 18701 570-822-7118	0	No
46.	Career Services	Catholic Social Services- Scranton	516 Fig Street Scranton, PA 18505 570-207-2283	0	No
47.	Career Services	Catholic Social Services- Hazleton	214 West Walnut Street Hazleton, PA 18201 570-455-1521	0	No
48.	Human Resources	United Neighborhood Centers	777 Keystone Industrial Park Road, Throop, PA 18512 570-346-0759	0	No



COMPANY POSTINGS AND COMPANY WEBSITES					
49.	Corporate Representative	Entercom Corp Website	www.entercom.com/careers	18	N/A
50.	Lisa Klepadlo	Internal Postings / Current Employees (Common Bulletin Board)	lklepadl@entercom.com 570-883-9850	1	N/A

ADVERTISING					
51.	On-Air Radio Ads	Entercom Wilkes-Barre/Scranton Radio Advertisement WKRZ-FM / WGGY-FM / WILK-AM / WMQX-FM		2	N/A
52.	Times Leader Newspaper	News Paper Classified by Kerry Miscavage @ kmiscavage@civitasmedia.com		2	N/A

OTHER SOURCES					
1.	Employee Referral			4	N/A
2.	Indeed.com			4	N/A
3.	LinkedIn			1	N/A
4.	Walk-In			2	N/A

JOB FAIRS					
1.	Luzerne County Community College Job Fair	See Supplemental Initiative #3		0	N/A
2.	Employment Expo 2016	See Supplemental Initiative #4		3	N/A
3.	Entercom Online Career Fair	See Supplemental Initiative #6		1	N/A
4.	Lackawanna County Job Fair	See Supplemental Initiative #8		5	N/A
5.	Entercom Online Career Fair	See Supplemental Initiative #11		1	N/A
6.	Wilkes University Intern & Career Fair	See Supplemental Initiative #12		0	N/A
7.	Entercom Online Career Fair	See Supplemental Initiative #13		0	N/A
8.	Spring 2017 Career Expo	See Supplemental Initiative #15		0	N/A
9.	Misericordia University Job Fair	See Supplemental Initiative #16		0	N/A



3. Supplemental Recruitment Initiatives

	Initiatives	Date	Location	Description	Titles of Employees Involved
1.	On-Air EEO Policy and Invitation to Receive Job Openings	Periodically throughout the year	Entercom Wilkes-Barre Scranton	Once a week, Entercom Wilkes-Barre/Scranton airs recruitment advertisements on all stations, seeking applicants across all departments. Advertisements inform the Wilkes-Barre Scranton area of Entercom's EOE policy and invite all organizations to be a part of our recruitment process.	Business Manager Traffic Manager Director of Creative Services
2.	Internship Program	Periodically throughout the year	Entercom Wilkes-Barre/Scranton	Entercom Wilkes-Barre/Scranton offers internships at the radio stations in the Promotions, Digital, IT and Programming departments. Interns must be college students and receive college credit for the internships. The department managers oversee the internships to evaluate the interns and ensure they are receiving information and education. Internships are ongoing throughout the year. 6 participated in this program.	Director of Programming Promotions Director Sales Manager Chief Engineer IT Manager Digital Coordinator Business Manager
3.	Luzerne County Community College Job Fair	April 6, 2016	Luzerne County Community College, Nanticoke, PA	Entercom Wilkes-Barre Scranton had a booth at the Luzerne County Community College Job Fair and handed out information regarding current opportunities at Entercom Wilkes-Barre/Scranton. Approximately 100 candidates attended the job fair.	Local Sales Manager
4.	Employment Expo 2016	April 6, 2016	Mohegan Sun Arena at Casey Plaza, Wilkes-Barre, PA	Entercom Wilkes-Barre Scranton had a booth at the Employment Expo 2016 and handed out information regarding current job opportunities at Entercom Wilkes-Barre/Scranton. Approximately 400 candidates attended the job fair	Business Manager Director of Sales Local Sales Manager
5.	Wilkes University Tom Bigler Journalism Conference	April 8, 2016	Wilkes University, Wilkes-Barre, PA	Entercom Wilkes-Barre Scranton attended a conference regarding Global Journalism and Diversity. A representative of Entercom spoke to students regarding working in radio.	WILK On-Air Staff Member
6.	Entercom Online Career Fair	May 2, 2016 - May 29, 2016	EntercomCareerFair.com	Entercom Wilkes-Barre Scranton held an online job fair and promoted current job opportunities at Entercom Wilkes-Barre Scranton. Approximately 700 candidates viewed the website.	Director of Sales Local Sales Manager
7.	Kings College Friends of the Office Luncheon	June 15, 2016	Kings College, Wilkes-Barre, PA	Entercom Wilkes-Barre Scranton was invited to a luncheon held by Kings College to discuss updates regarding the Career Planning Office.	Business Manager
8.	Lackawanna County Job Fair	June 16, 2016	PNC Field, Moosic, PA	Entercom Wilkes-Barre Scranton had a booth at the Lackawanna County Job Fair and handed out information regarding current opportunities at Entercom Wilkes-Barre/Scranton. Approximately 100 candidates attended the job fair.	Business Manager Local Sales Manager



9.	Lackawanna College Summer Camp	June 29, 2016	Entercom Wilkes-Barre/Scranton	Entercom Wilkes-Barre/Scranton hosted a tour of the radio station for campers from Lackawanna College. Each camper was provided a tour of the stations and met with several personalities as well as promotions, sales and members of the traffic department.	On-Air Staff Member
10.	Penn State University Summer Camp	July 14, 2016	Entercom Wilkes-Barre/Scranton	Entercom Wilkes-Barre/Scranton hosted a tour of the radio station for campers from Penn State University. Each camper was provided a tour of the stations and met with several personalities as well as promotions, sales and members of the traffic department.	On-Air Staff Member
11.	Entercom Online Career Fair	September 12, 2016 - October 9, 2016	EntercomCareerFair.com	Entercom Wilkes-Barre Scranton held an online job fair and promoted current job opportunities at Entercom Wilkes-Barre Scranton. Approximately 500 candidates viewed the website	Director of Sales Local Sales Manager
12.	Wilkes University Intern & Career Fair	October 20, 2016	Wilkes University Wilkes-Barre, PA	Entercom Wilkes-Barre Scranton had a booth at the Wilkes University Intern & Career Fair and handed out information regarding current opportunities at Entercom Wilkes-Barre/Scranton. Approximately 100 candidates attended the job fair.	Business Manager Local Sales Manager
13.	Entercom Online Career Fair	January 30, 2017 - February 26, 2017	Entercom Career Fair.com	Entercom Wilkes-Barre Scranton held an online job fair and promoted current job opportunities at Entercom Wilkes-Barre Scranton.	Director of Sales Local Sales Manager
14.	EEO Brunch	January 31, 2017	Entercom Wilkes-Barre/Scranton	Entercom Wilkes-Barre/Scranton hosted a meeting for our Recruitment Source contacts. The Entercom Business Manager discussed the opportunities and internships available and provided an overview of the Entercom departments. A station tour was provided, and Recruitment Sources were encouraged to refer candidates for our open positions	Business Manager Programming Director Local Sales Manager Events Coordinator
15.	Spring 2017 Career Expo	March 2, 2017	University of Scranton, Scranton, PA	Entercom Wilkes-Barre Scranton had a booth at the University of Scranton Spring 2017 Career Fair and handed out information regarding current opportunities at Entercom Wilkes-Barre/Scranton. Approximately 100 candidates attended the job fair.	Business Manager Local Sales Manager
16.	Misericordia University Job Fair	March 22, 2017	Misericordia University, Dallas, PA	Entercom Wilkes-Barre Scranton had a booth at the Misericordia University Job Fair and handed out information regarding current opportunities at Entercom Wilkes-Barre/Scranton. Approximately 100 candidates attended the job fair.	Business Manager Local Sales Manager

