

WEST VIRGINIA RADIO CORPORATION OF CHARLESTON EEO PUBLIC FILE REPORT JUNE 2016- MAY 2017
- WCHS AM, WKAZ AM & FM, WKWS FM, WRVZ FM, WSWW AM & FM, WVAF

A. Full-Time Vacancies Filled During Past Year

1. Job Title: Account Executive	Date Filled: 7/5/16, 9/6/16, 8/1/16, 11/21/16, 11/7/16
2. Job Title: Traffic Coordinator/Receptionist	Date Filled: 7/5/16
3. Job Title: Morning Show - WVAF	Date Filled: 9/6/16
4. Job Title: Account Executive - Summersville	Date Filled: 11/24/16
5. Job Title: Account Executive - Metro	Date Filled: 1/3/17
6. Job Title: News Anchor Report	Date Filled: 1/4/17
7. Job Title: WKWS PD	Date Filled: 1/23/17
8 Job Title: WKWS Mid Day Air Talent	Date Filled: 3/10/17
9. Job Title: Programming Assistant/ Senior Producer	Date Filled: 4/16/17

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

1. Job Title: Account Executive		Date Filled: 7/5/16			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hir
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131	3	3
WRVC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131		
WVRC Cumberland	Chrystal Robinette	smerling@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jbible@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Michele	mwarnar@wvradio.com	304-636-1300		
WVRC - Clarksburg	Heidi	jmorris@wvradio.com	304-623-6546		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
CharlestonHelpWanted.com	online	charlestonhelpwanted.com	800-365-8630		
Charleston Newspapers	Dempsey	Charleston, WV	tonia@cnpapers.com		
Indeed	online	indeed.com	online only	3	2
All Access	online	allaccess.com	310-457-6616		

2. Job Title: Traffic Coordinator/Receptionist		Date Filled: 7/5/16			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hir
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131	4	
WRVC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131	3	1
WVRC Cumberland	Chrystal Robinette	smerling@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jbible@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Michele	mwarnar@wvradio.com	304-636-1300		
WVRC - Clarksburg	Heidi	jmorris@wvradio.com	304-623-6546		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
CharlestonHelpWanted.com	online	charlestonhelpwanted.com	800-365-8630	1	
Charleston Newspapers	Dempsey	Charleston, WV	tonia@cnpapers.com		
All Access	online	allaccess.com	310-457-6616		
Walk-in			n/a	1	

3. Job Title: Morning Show		Date Filled: 7/5/16			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hir
All Access	online	allaccess.com	310-457-6616	2	1

4. Job Title: Account Executive - Summersville		Date Filled: 7/11/24/16			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hir
Internal Posting	Jodi	1111 Virginia Street, E, Charleston	304-342-8131		
WRVC Charleston stations	Jodi	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131		
WVRC Cumberland	Chrystal Robinette	smerling@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jbible@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Warner	mwarnar@wvradio.com	304-636-1300		
WVRC - Clarksburg	Janet Morris	jmorris@wvradio.com	304-623-6546		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
Nicholas Chronicle	Classifieds	718 Broad St, Summersville, WV 26651	304-872-2251		

Indeed.com	Jodi	indeed.com	online only	3	1
5. Job Title: Account Executive - METRO					
Date Filled: 1/3/17					
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hir
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131	3	1
WRVC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131	3	
WVRC Cumberland	Chrystal Robinette	smerling@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jbible@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Warner	mwarnar@wvradio.com	304-636-1300		
WVRC - Clarksburg	Heidi	jmorris@wvradio.com	304-623-6546		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
Indeed.com	online	indeed.com	online only		
Charleston Newspapers	Dempsey	Charleston, WV	tonia@cnpapers.com		
WVBA	Michele Crist	140 Seventh Ave, Charleston WV	304-744-2143		
6. Job Title: News Reporter					
Date Filled: 1/3/17					
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hir
Charleston Newspapers	Dempsey	Charleston, WV	tonia@cnpapers.com	0	
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131		
WRVC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131		
WVRC Cumberland	Chrystal Robinette	smerling@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jbible@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Michelle	mwarnar@wvradio.com	304-636-1300		
WVRC - Clarksburg	Heidi	jmorris@wvradio.com	304-623-6546		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
WV Job Finder	online	WVJobFinder.com	304-348-4848		
Indeed.com	online	indeed.com	online only	1	1
All Access	online	allaccess.com	310-457-6616		
TVandRadioJobs.com	online	TVandRadiojobs.com	online only		
7. Job Title: Program Director - WKWS					
Date Filled: 1/3/17					
Source	Contact Person	Address	Telephone #	Interviewed	
Radio Online	online posting	3500 Tripp Avenue, Amarillo TX	online only		
All Access	online	allaccess.com	310-457-6616	2	1
Country Air Check	online posting	914 18th Avenue S, Nashville, TN	615-320-1450		
WVBA	Michele Crist	140 Seventh Ave, Charleston WV	304-744-2143		
8. Job Title: WKWS Mid Day Air Talent					
Date Filled: 1/3/17					
Source	Contact Person	Address	Telephone #	Interviewed	
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131		
WVRC Cumberland	Chrystal Robinette	smerling@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jbible@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Michele	mwarnar@wvradio.com	304-636-1300		
WVRC - Clarksburg	Heidi	jmorris@wvradio.com	304-623-6546		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
WV Job Finder	online	WVJobFinder.com	304-348-4848		
All Access	online	allaccess.com	310-457-6616	9	1
TVandRadioJobs.com	online	TVandRadiojobs.com	online only		
American Broadcasting School	Michelle McConnell	4511 SE 29th Street, Oklahoma City, OK	405-672-6511		
Pitt Broadcasting School	Dr. Bailey	Baileycg@marshall.edu	800-990-9445		
Media Studies	Kim Kobb	PO Box 1000, Institute, WV	304-766-3000		
9. Job Title: Programming Assistant/Senior Producer					
Date Filled: 4/16/17					
Source	Contact Person	Address	Telephone #	Interviewed	
Internal Posting	Ashley	1111 Virginia St E, Charleston	304-342-8131	1	1
WVRC Cumberland	Chrystal Robinette	crobinette@wvradio.com	301-759-100		
WVRC - Morgantown	Jodi	jhart@wvradio.com	304-554-3905		
WVRC - Beckley	Kim Kimcaid	kimkaincaid.wvradio.com	304-253-7311		
WVRC - Elkins	Michelle	mclark@wvradio.com	304-636-1300		
WVRC - Martinsburg	Susan	sgrissinger@wvradio.com	304-263-8868		
WVRC - Clarksburg	Heidi	hbarbina@wvradio.com	304-623-6546		
All Access	online	allaccess.com	310-457-6616	3	
TVandRadioJobs.com	online	TVandRadiojobs.com	online only		
Indeed.com	online	indeed.com/jobs	online only	2	
Charleston Gazette/Daily Mail	Tonia Dempsey	1001 Virginia Street E, Charleston, WV	304-348-4800	1	
American Broadcasting School	Michelle McConnell	4511 SE 29th Street, Oklahoma City, OK	405-672-6511		
Pitt Broadcasting School	Dr. Bailey	Baileycg@marshall.edu	800-990-9445		
Media Studies	Kim Kobb	PO Box 1000, Institute, WV	304-766-3000		
University of Charleston	Christopher Leigh	2300 MacCorkle Ave SE, Charleston, WV	800-995-4682		

C. Total Number of persons interviewed for all full-time Vacancies filled during the past year :

D. Total Number of Interviewees for All Full-Time Vacancies

45

Filled During The Past Year Per Recruitment/Referral Sources:

Referral Source	Contact Person	Address	Tel#	# of Interviewees	# of Hires
Internal Posting	Ashley Prowse	1111 Virginia St E, Charleston, WV 25301	3043428131	11	5
WVRC Charleston Stations	Ashley Prowse	1111 Virginia St E, Charleston, WV 25301	3043428131	6	1
Indeed.com	online	indeed.com/jobs	online only	9	4
Charlestonhelpwanted.com	online	charlestonhelpwanted.com	800-365-8630	1	0
Walk-in		1111 Virginia St E, Charleston, WV 25301	n/a	1	0
All Access	online	allaccess.com	310-457-6616	16	3
Charleston Gazette/Daily Mail	Tonia Dempsey	1001 Virginia Street E, Charleston, WV	304-348-4800	1	0

E. Outreach Activities

Radio spots were placed on all stations notifying organizations of their right to request information on job openings.

Radio spots were placed on all stations providing information about upcoming availability of internships.

WVRC Chas stations sponsored "Hire a Miner" Job Fair on 7/12/16 with 33 employer vendors and over 200 attendees.

Updated EEO distribution to add American Broadcasting School per request. 11/17/16

A.Prowse attended WVBA EEO Certification training on 4/1/17.

A.Prowse attended Job Fair for Veterans and Service Members on 5/31/17

All full time employees were required to attend sexual harrassment and social media training sessions on 11/15/16.