

**WARM-FM, WGLD(AM), WIOV(AM), WIOV-FM, WSBA(AM),
WSOX(FM)
EEO PUBLIC FILE REPORT
April 1, 2019-March 31, 2020**

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Sales Representative	1-36	12
Sales Representative	1-36	12
Sales Representative	1-36	12
Sales Representative	1-36	12

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Adzuna Website https://www.adzuna.com	N	0
2	Crispus Attucks Center Attn: Greg Smith 605 S. Duke Street York, PA 17403	N	0
3	Cumulus Business Managers BM@cumulus.com	N	0
4	Cumulus Facebook https://cumulus.facebook.com/		0
5	Cumulus Media Website https://www.cumulusradio.com/	N	5
6	Dickinson College Career Center Attn: Tammy Heberlig P.O. Box 1773 Carlisle, PA 17013 Email: heberlig@dickinson.edu	N	0
7	Elizabethtown College Career Services One Alpha Drive Elizabethtown, PA 17022 Email: carerrservices@etown.edu	N	0
8	F&M College Director of Placement P.O. Box 3003 Lancaster, PA 17604	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Gettysburg College Attn: Sandy Buhrman Center for Career Development 300 North Washington Street Campus Box 425 Gettysburg, PA 17325	N	0
10	Glass Door https://www.glassdoor.com/	N	0
11	Harrisburg Area Community College Attn: Cheryl Ditz One HACC Drive Harrisburg, PA 17110	N	0
12	Indeed Website https://www.indeed.com/	N	28
13	Internal Posting (<i>SEU Bulletin Board</i>)	N	0
14	JobisJob Website https://www.jobisjob.com/	N	0
15	Job Spider Website https://www.jobspider.com/	N	1
16	Linkedin Website https://www.linkedin.com/	N	1
17	Linkup https://www.linkup.com/	N	0
18	Messiah College Attn: Dwayne Keiffer Career Center P.O. Box 451, 1 College Avenue Mechanicsburg, PA 17055 Email: dkeiffer@messiah.edu	N	0
19	Millersville University 1 S. George St., P.O. Box 1002 Millersville, PA 17551-0302 https://jobs.millersville.edu/	N	0
20	Monster https://www.monster.com/	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
21	Myjobhelper Website https://www.myjobhelper.com/	N	0
22	Off-Site Job Fairs	N	0
23	Ohio Media School 5330 East Main Street, Ste 200 Columbus, OH 43213 Email: Amoore@beonair.com	N	0
24	On-Air Announcements (<i>all SEU stations</i>)	N	4
25	Oodle Website https://www.oodle.com/	N	0
26	Penn State University Attn: Colleen Guy 777 West Harrisburg Pike Middletown, PA 17057	N	0
27	Pennsylvania Assoc. of Broadcasters 208 N. 3 rd St., Suite 105 Harrisburg PA 17107	N	0
28	SEU Job Fairs (<i>see Section III</i>)	N	0
29	Shippensburg University Attn: Gloria Gardener Ceddia Union Building, Room 200 Shippensburg, PA 17257	N	0
30	Station Website Postings (<i>all SEU stations</i>)	N	0
31	Trovit https://www.trovit.com/	N	0
32	United Way Drop In Center for the Unemployed Director of Placement 800 East King Street York, PA 17403 Email: vandersloota@unitedway-york.org	N	0
33	Word-of-Mouth Referral	N	3
34	York College of Pennsylvania Attn: Career Development Center Campbell Hall, Room 200 441 Country Club Road York, PA 17403	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
35	York Technical Institute Attn: Monica Young 1405 Williams Road York, PA 17402	N	0
36	ZipRecruiter https://www.ziprecruiter.com/	N	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			43

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment	During the month of April 2019, our SEU participated in harassment prevention training. All SEU employees were required to complete a course prepared by ThinkHR entitled, "Workplace Harassment Prevention," designed to address sexual harassment with a focus on the forms of harassment prohibited by federal law. The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. The course for managers was more extensive than the course for staff members. In order to obtain a certificate of participation, employees were required to take a quiz following their completion of the tutorial.
2	Internship Program	Between April, 2019 and March, 2020, our SEU hosted three (3) student interns, two (2) from Millersville University, one (1) from Albright College. The interns were supervised by our Programming Directors and learned about many aspects of broadcasting, including promotions, marketing, and advertising by working closely with SEU personnel in each department. The students were also able to seek career advice from station personnel.
3	Participate in Alumni & Student Networking Event	On April 12, 2019, our Sales and Digital Sales Manager attended a Comm/THEA Alumni Day at Millersville University Communication and Theatre Department Gordinier Hall in Millersville, PA. It was attended by approximately four (4) potential employers, during which they talked with interested students about career opportunities in broadcasting, job openings and our internship program.

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
4	Host Job Fair	<p>Between June 24 – July 2, 2019, our SEU hosted an online job fair via the following website https://www.centralpajobfair.com/explore-the-job-fair. Employment candidates were provided with an opportunity to contact twelve (12) potential employers, including the SEU. Job seekers attended the online job fair and contacted one or more of the potential employers who participated in the fair. The job fair took place 24 hours per day, seven days per week, over the course of nine (9) full days.</p> <p>The SEU created the concept for the online job fair, solicited the participation of local employers, and organized all logistical aspects of the event and also participated as an exhibitor. Our Market Manager, Sales Managers and Promotions Director were directly involved in the job fair.</p>
5	Participate in Career and Internship Fair	<p>On October 1, 2019, our Sales Manager attended a Career Fair at Penn State Harrisburg, in Middletown, PA that was attended by approximately fifty (50) potential employers, during which he talked with interested students about career opportunities in broadcasting and job openings.</p>
6	Participate in Career and Internship Fair	<p>On October 3, 2019, our Sales Manager attended a Career Fair at Millersville University, in Millersville, PA that was attended by approximately eighty (80) potential employers, during which he talked with interested students about career opportunities in broadcasting and job openings.</p>
7	Participate in Career and Internship Fair	<p>On February 28, 2020, our Sales Manager attended a Career Fair at YMCA Southern Branch, in Shrewsbury, PA that was attended by approximately fourteen (14) potential employers, during which he talked with interested students about career opportunities in broadcasting and job openings.</p>

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
8	Host Sales Open House	On March 18, 2020, our SEU was scheduled to host a Sales Open House at our office in York, PA, during which our Market and Sales Manager would have talked with interested job seekers about career opportunities in our sales department, but due to the COVID-19 Pandemic the physical on-site open house was canceled.
9	Host Job Fair	<p>Between March 23 – 31, 2020, our SEU hosted an online job fair via the following website https://www.centralpajobfair.com/explore-the-job-fair. Employment candidates were provided with an opportunity to contact eleven (11) potential employers, including the SEU. Job seekers attended the online job fair and contacted one or more of the potential employers who participated in the fair. The job fair took place 24 hours per day, seven days per week, over the course of nine (9) full days.</p> <p>The SEU created the concept for the online job fair, solicited the participation of local employers, and organized all logistical aspects of the event and also participated as an exhibitor. Our Market Manager, Sales Managers and Promotions Director were directly involved in the job fair.</p>
10	Participate in Career and Internship Fair	On March 25, 2020, our Sales Manager was registered to attend the Shippensburg Spring Career Fair, held at Shippensburg University, Shippensburg, PA, during which he would have talked with interested students about career opportunities in broadcasting and job openings, but due to the COVID-19 Pandemic the physical on-site job fair was canceled.