

TOWNSQUARE LICENSE, LLC
Poughkeepsie Employment Unit
WPDH(FM), WCZX(FM), WEOK(AM), WPDA(FM),
WKXP(FM), WZAD(FM), WRRV(FM) and WRRB(FM)
EEO PUBLIC FILE REPORT
February 1, 2022 – January 31, 2023

I. VACANCY LIST

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
Account Executive	2,3,4,6,9,11,26	3
Account Executive	2,3,4,6,9,11,26	3

TOWNSQUARE LICENSE, LLC
Poughkeepsie Employment Unit
EEO PUBLIC FILE REPORT
February 1, 2022 – January 31, 2023

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	New York State Department of Labor 233 Main Street Poughkeepsie, NY 12601 (845) 473-9253, fax (845) 471-6942 www.labor.state.ny.us	N	0
2	Townsquare Media Employment Opportunities Website (via Greenhouse) www.townsquaremedia.com	N	0
3	LinkedIn (via Greenhouse)	N	29
4	Ziprecruiter.com	N	0
5	Regional Help Wanted, Inc. www.hudsonvalleyhelpwanted.com 9100 East Panorama Drive, Suite 250 Englewood, CO 80112 (800) 365-8630	N	0
6	Indeed.com (via Greenhouse) http://www.indeed.com	N	13
7	New York State Broadcasters Assn. 1805 Western Avenue Albany, NY 12203 Contact: Dick Novik (518) 456-8943 www.nysbroadcasters.org	N	0
8	Traffic Directors Guild of America 26000 Avenida Aeropuerto Building 114 San Juan Capistrano, CA 92675	N	0
9	Careerbuilder.com	N	0
10	Poughkeepsie Journal Career Builder 85 Civic Center Poughkeepsie, NY 12601	N	0
11	Glassdoor	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
12	Dutchess County Community College (SUNY Orange) Career Center 53 Pendell Road Poughkeepsie, NY 12601	N	0
13	Marist College Career Center 3399 North Road Poughkeepsie NY 12601	N	0
14	Mount Saint Mary College Career Center 300 Powell Avenue Newburgh, NY 12550	N	0
15	New School of Radio and Television 50 Colvin Avenue Albany, NY 12260 Contact: Jim - (518) 438-7682	N	0
16	State University of New York (SUNY) at Rockland County Career Services 145 College Road Suffern, NY 10901 (845) 574-4125	N	0
17	State University of New York at New Paltz Career Development Center SUNY New Paltz, NY 12561 www.newpaltz.edu/careers	N	0
18	Illinois Center for Broadcasting Placement Office (On-air or technical positions only) 455 Eisenhower Lane South, Suite 200 Lombard, IL 60148 (630)916-1700, ext. 3114	N	0
19	Mid Hudson Library System Job Information Centers Coordinator 103 Market Street Poughkeepsie, NY 12601	N	0
20	All Access Music Group www.AllAccess.com 28955 Pacific Coast HWY, Suite 210 Malibu, CA 90265 (310) 457-6616	N	0
21	Inside Radio (print & web) P.O. Box 567925 Atlanta, GA 31156 (800) 248-248-4242	N	0
22	Radio Ink Magazine 2090 Palm Beach Lakes Blvd., Suite 300 West Palm Beach, FL 33409 (561) 655-8778	N	0
23	SEU Internal Open House (see Section III) Townsquare Media of the Hudson Valley 2 Pendell Road Poughkeepsie, NY 12601 (845)471-1500	N	0
24	Job Fairs (see Section III)	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
25	On-Air Announcements <i>(one or more SEU stations)</i>	N	0
26	Station Website Postings <i>(one or more SEU stations)</i>	N	4
27	Internal Postings <i>(local and corporate-wide)</i>	N	0
28	Word-of-Mouth Referral	N	2
29	Walk-In/Self-Referral	N	0
30	Employee Referrals	N	3
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			51

TOWNSQUARE LICENSE, LLC
Poughkeepsie Employment Unit
EEO PUBLIC FILE REPORT
February 1, 2022– January 31, 2023

III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE	BRIEF DESCRIPTION OF ACTIVITY
1	Training to enable station personnel to acquire skills that could qualify them for higher level positions	<p>Director of sales participated in talent focused management class April 11-June 26, 2022. The course covered how to identify the talent that will be most successful to your hiring needs, while preventing discrimination and the ability to keep your talent bank with those qualified candidates while ensuring equal opportunity employment.</p>
2	Internship program	<p>Openings for internships with the Townsquare Media-Poughkeepsie SEU are advertised over the air on all SEU stations as well as on numerous college websites and job boards.</p> <p>The SEU’s Promotions Department and Promotions Coordinator are in contact with internship representatives from Marist College, Suny New Paltz, Dutchess Community College, Vassar College, Orange County Community College, Sullivan County Community College, Brooklyn College, and Mount Saint Mary’s College on a regular basis and work hard to develop these relationships for the benefit of the students as well as the SEU’s internship program.</p> <p>The SEU had three hiring sessions during the reporting period. Specifically, during the period of (2/1/22-5/7/22) the SEU hosted 6 interns from Marist College, and SUNY New Paltz; during the period of (6/5/22-8/11/22) the SEU hosted 1 intern from Marist College; and during the period of (9/17/22-12/9/22) the SEU hosted 1 intern Marist College.</p> <p>All interns are required to work 12 hours per week. The interns work in the SEU’s Promotions and Programming Department under the supervision of the SEU’s Promotions Director and Promotions Coordinator. Typical duties include doing research projects about the specific departments and roles at a media company, conducting research and developing their own stories, assisting with script writing, collecting marketing data, participating in on-site events, shadowing full-time employees to learn about their positions, and completing projects so they can leave the internship with an entire portfolio of items to help them obtain employment in the field.</p>