

WNAV, Annapolis
Sajak Broadcasting Corporation

Annual EEO Public File Report

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The information contained in this Report covers the time period beginning May 23, 2012 to and including May 22, 2013 (the "Applicable Period").

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1. A list of all full-time vacancies filled by the station comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(2) of the FCC Rules.

The Appendices that follow have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under the column entitled "Full-time Positions of Which This Source Was Utilized" refer to the number of the full-time position listed on Appendix 1.

For the purposes of this Report, a vacancy was deemed "filled" not when the offer was extended but when the hiree accepted the job offer. A person was deemed "interviewed" whether he or she was interviewed in person and/or over the telephone.

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A. Employment Unit Covered

WNAV-AM, Annapolis, Maryland, Sajak Broadcasting Corporation

B. Reporting Period

May 23, 2012 through May 22, 2013

C. Full-Time Vacancies Filled During Reporting Period

Job Title: Account Executive

Position Announced: 01/23/2013

Position filled: 02/12/13

Number of Applicants: 18

Number of Applicants Interviewed: 5

Interview Sources:

Newspaper – Capital/affiliated publications and website	3
Station Website	1
Career Builder website	1

Referral Source for hiree: Capital affiliated website

(This candidate resigned after three days of employment therefore requiring the re-posting of the position as follows below).

Job Title: Account Executive

Position Announced: 02/28/2013

Position filled: 03/17/13

Number of Applicants: 15

Number of Applicants Interviewed: 2

Interview Sources:

Newspaper – Capital/affiliated publications and website	2
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Referral Source for hiree: Capital affiliated website

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

(Organizations entitled to notification identified by *.)

E. E.O. Contact List

O.I.C. *

Attn: James Turner
Executive Director
1908 Forest Drive, Suite H
Annapolis, MD 21401
410-222-1287

YWCA Women's Center *

Attn: Kimberly Bowen
1517 Ritchie Highway, Suite 101
Arnold, MD 21012
410-757-8300
Fax 410-757-0908

Community Action Agency *

Attn: Erica Matthews
251 West Street
Annapolis, MD 21401
301-261-1811
Fax 410-626-1920

Janice Hicks *

Job Development Specialist
Anne Arundel County Job Center
80 West Street
Annapolis, MD 21401
410-269-4581

Howard University *

Attn: Kim Wells
Director of Career Services
School of Communications
925 Bryant Street, N.W.
Washington, D.C. 20059
202-860-4000
Via website

Bowie State University *

Attn: Mrs. Johnson
Director of Career Services
Career Planning & Placement
Bowie, MD 20715
301-860-4000
Via website

Salisbury State University
Attn: Dr. Rebecca Emery
Director of Career Services
C.P.P.D.
University Center RM #263
Salisbury, MD 21801
410-543-6075
Via website

Maryland Job Services *

Attn: Ann Gunning
877 Baltimore-Annapolis Blvd, Suite 360
Severna Park, MD 21146
410-315-8873
Fax 410-315-9838

Towson State
Career Planning & Placement
Attn: Glenda Henkel
Program Coordinator
8000 York Road
Towson, MD 21252
410-704-2233
Via website

University of Maryland, College Park
Career Center
Attn: Cyndy Kaufman
Director of Communications
3100 Hornbake Library
College Park, MD 20742
301-314-7225
Via website

Tesst College of Technology
Attn: H. Aaron James III
Director Career Services
4600 Powder Mill Road
Beltsville, MD 20705
301-937-8448

Broadcast Institute of Maryland
 Attn: Norm Brooks
 Placement Director
 7200 Harford Road
 Baltimore, MD 21234
 via email

Anne Arundel Community College
 AACC Works Wonders
 Job Bank Data Base
 Via web posting
www.aacc.edu/advising/career

MD/DC/Delaware Broadcasters Association
 Job Bank
 P.O. Box 342
 Raleigh, NC 27602
 Via website posting

Capital Newspapers *for off air positions*
 And Hometown Annapolis website
 2000 Capital Drive
 Annapolis, MD 21401
 410 268-5000

Columbia School of Broadcasting
 Via email

Sheffield Audio/Video Institute
 Via email

Internal – In House Postings

Internet web site listings:

DCRTV.com
 WNAV Website

E. Total Number of Persons Interviewed for All Full-Time Vacancies Filled During the Reporting Period:

7 individuals were interviewed for the two positions filled during the reporting period of 5/23/12 – 5/22/13

F. Total Number of Interviewees for All Full-Time Vacancies Filled During the Reporting Period Per Recruitment/Referral Sources

Capital/Gazette Newspapers and affiliated website	5
Career Builder website	1
Station website	<u>1</u>
Total	7

G. Outreach Activities Performed During the Reporting Period

Prong Two – Notification to Community Groups

Relative to Prong Item #	Description of Activity
1	A daily campaign of announcements was aired advising community groups of the opportunity to be included in the station's outreach for applicants.
2	A posting was made to the station's website advising community groups of the opportunity to request to receive job vacancy notifications from the station.

Prong Three - Performance Activities 5/23/12 – 5/22/13

Relative to Prong 3 Item #	Description of Activity
5	<p>WNAV sustains an on-going internship program. This program incorporates College students, high school students, broadcasting school students, as well as other individuals interested in learning more about careers in radio broadcasting.</p> <p>Station has on-going relationships with a number of local educational institutions including: Southern Senior High School, Broadcast Institute of Maryland, Towson University, Anne Arundel Community College, among others.</p> <p>During this reporting period there were three internship participants. They were affiliated with the Broadcast Institute of Maryland, Anne Arundel Community College and Howard University.</p>
14	Station management conducts regular training for department head personnel on station policies and practices preventing discrimination in hiring.
6	WNAV participates in the Anne Arundel Community College Job Connection. The station can post job openings and view student resumes utilizing this web-based system.
6	WNAV participates in the Salisbury University job web-posting program The station posts openings on college's website data base
6	WNAV participates in the Bowie University job web-posting program The station posts openings on college's website data base
6	WNAV participates in the Howard University job web-posting program The station posts openings on college's website data base

- 4 WNAV News Director participated as a speaker/presenter at the annual Annapolis Meet the Press for non-profit organizations. Discussion took place as to how to use the media as well as what it is like to work in the media.
- 8 Station provided Professional Development for the Sales Manager via a webinar on Political Advertising Sales
- 8 Station provided training for the Business Manager on the use of Quick Books Software used in account keeping and payroll for the station.
- 16 Station conducts numerous tours of our facilities for various scout groups. Many of these tours assist the scouts in obtaining communications badges while creating interest in radio communications as a future career.
- 1 WNAV was the media partner for two Job Fairs during this reporting period hosted by the local community college.

For the following Job Fairs, WNAV developed a partnership with the hosting organization to assist in the marketing and promotion of the event. This was accomplished by promoting the Job Fair through on-air announcements in advance of the date, through live Public Affairs interviews with event coordinators and with live, on-scene reporting from the event.

- 1 10/17/12 Anne Arundel Community College Fall Job Fair
Career Services and Transfer Resource Center
101 College Parkway
Arnold, MD 21012
Contact: Veronica Boreland
Attended by: General Manager, Sales Manager and News Director
- 1 04/30/13 Anne Arundel Community College Spring Job Fair
Career Services and Transfer Resource Center
101 College Parkway
Arnold, MD 21012
Contact: Veronica Boreland
Attended by General Manager and News Director

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