

Meredith G. Singer
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May 5, 2022

**VIA E-MAIL & POSTING TO
FCC ONLINE PUBLIC INSPECTION FILE**

Elizabeth E. Goldin
Assistant Chief, Investigations & Hearings Division
Enforcement Bureau
Federal Communications Commission

Re: Response to Broadcast EEO Audit Letter
WRVE(FM) (FAC. ID# 15330)

Dear Ms. Goldin:

On behalf of iHM Licenses, LLC, licensee of WRVE(FM), Schenectady, NY (Fac. ID# 15330), as well as the commonly owned stations in the Albany-Schenectady-Troy, New York station employment unit ("SEU"), the undersigned submits the SEU's response to your letter of March 21, 2022 concerning compliance with the Commission's Equal Employment Opportunity rules, 47 C.F.R. § 73.2080 ("Audit Letter"). Per your request, this submission consists of a sworn statement by Howard Greiner, Area President with copies of documentation responsive to your inquiry.

Should any questions arise concerning this submission, kindly contact the undersigned.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Meredith G. Singer".

Meredith G. Singer

cc: Lynn Kalagian (FCC) (*via email*)

DECLARATION OF HOWARD GREINER, AREA PRESIDENT

I, Howard Greiner, hereby declare as follows:

1. I am an Area President for iHM Licenses, LLC, the licensee of WRVE(FM), Schenectady, New York (Facility ID #15330), which is part of a station employment unit based in Albany-Schenectady-Troy, New York, and which includes WGY-FM, Albany, New York (Facility ID #55490), WKKF(FM), Ballston Spa, New York (Facility ID #17030), WTRY-FM, Rotterdam, New York (Facility ID #8563), WGY(AM), Schenectady, New York (Facility ID #15329), WOFX(AM), Troy, New York (Facility ID #37233), and WPYX, Albany, New York (Facility ID #73911) (the “SEU” or “Unit”). The stations in this SEU are commonly owned through subsidiaries ultimately owned and controlled by iHeartMedia, Inc. (collectively, “iHeartMedia”). This Statement and relevant attachments are being submitted in response to the March 21, 2022 letter of Elizabeth E. Goldin, Assistant Chief, Investigations & Hearings Division of the Commission’s Enforcement Bureau, concerning a random audit of EEO compliance (the “EEO Audit Letter”).
2. This SEU employs five or more full-time employees as the term is defined in the broadcast EEO rule of the Federal Communication Commission (“FCC” or the “Commission”), 47 C.F.R. § 73.2080(e)(1).
3. In response to Question 2(b)(i) of the EEO Audit Letter, the SEU’s two most recent EEO Public File Reports, as described in 47 C.F.R. § 73.2080(c)(6), are appended at Attachment A.
4. In response to Question 2(b)(ii) of the EEO Audit Letter, the web addresses of the stations in this SEU are as follows: wgy.iheart.com (WGY(AM/FM)), pyx106.iheart.com (WPYX(FM)), 983try.iheart.com (WTRY(FM)), 995theriver.iheart.com (WRVE(FM)), foxsports980.iheart.com (WOFX(AM)), kiss1023.iheart.com (WKKF(FM)). A copy of the current EEO Public File Report is included on or linked to each of these websites.
5. In response to Question 2(b)(iii), the date of each full-time hire listed in the SEU’s above-referenced EEO Public File Reports, in accordance with 47 C.F.R. § 73.2080(c)(5)(vi), is included in the internal business records appended at Attachment B. Further, the licensee acknowledges that it is required to retain records to document its outreach to the recruitment sources used to fill its full-time positions pursuant to 47 C.F.R. § 73.2080(c)(5)(iii), including the recruitment reflected in the above EEO Public File Reports. However, pursuant to the EEO Audit Letter, only one such job notice per position is included at Attachment B in addition to announcements sent to those sources that have notified the SEU that they want to be alerted to job openings at the Unit, as described in 47 C.F.R. § 73.2080(c)(1)(ii).
6. In response to Question 2(b)(iv) of the EEO Audit Letter, the internal business records appended at Attachment B also provide data concerning (a) the total number of interviewees for each vacancy and (b) the referral source for each interviewee for each full-time vacancy filled during the period covered by the above EEO Public File Reports.
7. In response to Question 2(b)(v) of the EEO Audit Letter, documentation concerning the Unit’s performance of four points worth of recruitment initiative activity during the period

covered by the above EEO Public File Reports and as described in § 73.2080(c)(2) is appended at Attachment C with participating personnel noted therein. This SEU employs 17 full-time employees and at least one of our stations is located in a market with a population of more than 250,000. Accordingly, the SEU is required to perform at least four points worth of recruitment initiative activity during each two-year period measured from the date the stations in the SEU are required to file license renewal applications.

8. In response to Question 2(b)(vi) of the EEO Audit Letter, the licensee affirms that it is not aware of any complaints alleging unlawful discrimination in the employment practices of the stations in this SEU based on race, color, religion, national origin or sex filed before a body with jurisdiction under federal, state, territorial or local law during the current license term.

9. In response to Question 2(b)(vii) of the EEO Audit Letter, the licensee affirms that iHM Licenses, LLC deployed an EEO compliance plan, with the assistance of outside communications counsel, known as the Broadcast Diversity Recruitment Plan (the “Recruitment Plan” or “Plan”) in conjunction with the effective date of the current EEO regulations. The Plan contains directives as to how iHeartMedia SEUs are to engage in broad recruitment for job vacancies and undertake recruitment initiatives, details the required recordkeeping requirements and provides a quarterly self-assessment program.

At the corporate level, iHeartMedia assists SEUs in understanding and following the Recruitment Plan, employing a team of corporate HR specialists that respond to SEU requests for FCC EEO compliance assistance and/or that call upon outside counsel for additional guidance when warranted. Furthermore, iHeartMedia has a team of internal public inspection file auditors that surveys FCC EEO performance of iHeartMedia SEUs as part of their routine review of overall public file compliance. Finally, in connection with the deployment of HR software throughout the company, iHeartMedia HR’s department has conducted training sessions for its SEUs on its hiring policies and procedures, including compliance with the FCC’s EEO broad outreach rules, and continues to provide access to training on FCC EEO matters to SEUs via its online HR portal.

At the local level, the VP of Sales and News Director are responsible for overseeing FCC EEO compliance on a daily basis, under my supervision. We regularly review and update our recruitment resource list to ensure that we maintain accurate contact information and to assess whether our sources are reaching a broad segment of the local community. This SEU’s compliance efforts include identifying our efforts to afford equal employment opportunities to employees and applicants through statements disseminated in job applications and posted in conspicuous areas within the workplace. This SEU’s employment practices are my ultimate responsibility, working in conjunction with in-house counsel at iHeartMedia corporate headquarters and, when applicable, outside employment and labor counsel.

10. In response to Question 2(b)(viii) of the EEO Audit Letter, the SEU understands that it must periodically analyze the effectiveness of its EEO recruitment program by reviewing the productivity of sources on its recruitment list and the outcome of its recruitment initiatives. The company’s Recruitment Plan, through the quarterly self-assessment mechanism, provides SEUs with an opportunity to consult the corporate headquarters about these issues. To boost the effectiveness of outreach efforts on an ongoing basis, the SEU also includes language on its

station websites encouraging qualified community organizations to contact the SEU to request its job notices. Further, this SEU strives to build new relationships with community organizations interested in local employment issues and periodically adds recruitment sources to its source list as a result of those connections. We also engage with local educational institutions to promote career opportunities in broadcasting and to help develop a pipeline of new talent with an interest in pursuing broadcast careers.

11. In response to Question 2(b)(ix) of the EEO Audit Letter, this SEU strives to comply with all federal, state and/or local laws regarding pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect.

Dated: May 5, 2022

[SIGNATURE PAGE FOLLOWS]

**SIGNATURE PAGE TO
DECLARATION OF Howard Greiner, AREA PRESIDENT**

As of the date set forth above, I hereby declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge, information and belief.

Howard Greiner

Howard Greiner

TAB A

EEO PUBLIC FILE REPORTS

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2020 - January 31, 2021

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
Inventory Revenue Manager	1, 3-4, 9-10, 13-18, 20-22	9
Promotions Assistant	1-6, 9-10, 13-22	5
Morning Show Personality	8	8
Marketing Consultant	1, 3-4, 6-7, 9-18, 20-22	10

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2020 - January 31, 2021

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	Buffalo City Hall 65 Niagara Square Buffalo, New York Phone : 716-851-4200 Fax : 1-716-851-5401 Olivia Licata	N	0
2	Buffalo State College 1300 Elmwood Avenue Buffalo, New York Phone : 716-878-5811 Email : askCDC@buffalostate.edu Fax : 1-716-878-3152 Nanette Tramont Muriel Howard, Claire Jones	N	0
3	Certified Rehabilitation Services 40 Cramond Street Colonie, New York 12205 Phone : 518-458-2773 Url : www.certifiedrehabservices.com Email : Darlene@Certifiedrehabservices.com Darlene Fittizzi	Y	0
4	College of St. Rose 432 Western Ave. Albany, New York 12203 Phone : 518-454-5265 Email : molgardm@strose.edu Mary Alice Molgard	N	0
5	Current Employee/Internal Promotion	N	1
6	Division of Military & Naval Affairs 330 Old Niskayuna Road Latham, New York 12110 Phone : 518-786-4911 Email : darlene.a.stanton.ctr@mail.mil Darlene Stanton	Y	0
7	Employee Referral	N	1
8	Exigent Circumstances	N	1
9	iHeartMedia.dejobs.org 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.dejobs.org Talent Acquisition Coordinator Manual Posting	N	1

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2020 - January 31, 2021

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
10	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	1
11	Indeed.com - Not Directly Contacted by SEU	N	1
12	Linked In - Not Directly Contacted by SEU	N	2
13	Mass Broadcasters 43 Riverside Ave PMB 401 Medford, Massachusetts 02155 Phone : 800-471-1875 Url : massbroadcasters.org Email : jorday@massbroadcasters.org Fax : 1-617-274-8833 Jordan Walton	N	0
14	Mercy College 555 Broadway Dobbs Ferry, New York 10522 Phone : 914-674-7363 Email : mbusetti@mercy.edu Fax : 1-914-693-9455 Marguerite Busetti	N	0
15	New School of Television & Radio 50 Colvin Ave. Albany, New York 12206 Phone : 518-438-7682 Email : ctaylor@newschoolalbany.edu Cathy Taylor	N	0
16	New York Urban League 204 W. 136th St. New York, New York 10030 Phone : 212-926-8000 Email : dcoleman@nyul.org Diane Coleman	N	0
17	Northeast Association of the Blind 301 Washington Ave. Albany, New York 12203 Phone : 518-463-1211 Email : ktepaske@naba-vision.org Kyra TePaske	Y	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2020 - January 31, 2021

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
18	St Thomas Aquinas College 125 Route 340 Sparkill, New York 10976 Phone : 845-398-4065 Email : careers@stac.edu Maureen Mulhern	N	0
19	Unknown (source not adequately identified upon inquiry by SEU)	N	2
20	WERC Women's Employment & Resource Ctr. 175 Central Ave. Albany, New York 12206 Phone : 518-462-7600 ext. 185 Email : madams@cdwerc.org Marge Adams	Y	0
21	Women's Center for Education & Career Advancement 11 Broadway New York, New York 10004 Phone : 212-964-8934 Url : www.wceca.org Email : mreagon@wceca.org Fax : 1-212-964-0222 Merble Reagon	N	0
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			10

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM**EEO PUBLIC FILE REPORT****February 1, 2020 - January 31, 2021****III. RECRUITMENT INITIATIVES**

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	9/18/2020	Participation in events or programs sponsored by educational institutions	On September 18, 2020, our Market President spoke to students from the College of St. Rose's Huether School of Business about sales and sales management careers in broadcasting.	1	Market President
2	10/7/2020	Participation in Job Fairs	On October 6 and 7, 2020, our SEU hosted a virtual job fair to recruit for Account Executives. Prior to the event we ran on-air announcements on our stations to publicize the event. In addition to providing attendees with information about open positions at our SEU and collecting resumes, the job fair featured a live Q&A session in which participants had the opportunity to ask questions about careers in broadcasting generally and opportunities at our SEU specifically.	1	VP of Sales
3	10/9/2020	Participation in events or programs sponsored by educational institutions	On October 9, 2020, our Market President participated on a virtual panel for students from the College of St. Rose. The students were taking a sales class and our Market President spoke about careers in media sales.	1	Market President
4	12/14/2020	Provision of training to management	In December 2020, our SEU's Market President took the Harassment Prevention training course provided by iHeartMedia Learning Center. The course focuses on preventing sexual harassment as well as other forms of harassment and emphasizes the importance of facilitating a safe and inclusive work environment that provides equal opportunities to all.	1	Market President

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2021 - January 31, 2022

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
NO JOB OPENINGS WERE POSTED AND FILLED DURING THIS REPORTING PERIOD.		

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2021 - January 31, 2022

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
AS NOTED IN SECTION I, NO JOB OPENINGS WERE POSTED AND FILLED DURING THIS REPORTING PERIOD.			

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2021 - January 31, 2022

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	4/21/2021	Participation in Job Fairs	On April 21, 2021, our SEU hosted a virtual job fair. Prior to the event we ran on-air announcements on our stations to publicize the event. In addition to providing attendees with information about open positions at our SEU and collecting resumes, the job fair featured a live Q&A session in which participants had the opportunity to ask questions about careers in broadcasting generally and opportunities at our SEU specifically.	1	Market VP Sales
2	7/1/2021	Establishment of an intern program designed to assist members of the community	In the Summer of 2021, our SEU hosted two interns, one from Full Sail University and one from Bucknell University. The interns participated in and gained experience through various activities across multiple departments, including Programming, Sales, News, Digital and Promotions. The interns were supervised by our Market President and our Promotions and Marketing Director.	2	President Promotions & Marketing Director
3	10/1/2021	Establishment of an intern program designed to assist members of the community	In the Fall of 2021, our SEU hosted an intern from The College of St. Rose. The intern participated in and gained experience through various activities across multiple departments, including Programming, Sales, News, Digital and Promotions. The intern was supervised by our Market President and our Promotions and Marketing Director.	2	Market President Promotions & Marketing Director
4	10/6/2021	Participation in Job Fairs	Our SEU attended a Virtual Job Fair at The College of St. Rose. Station participants discussed careers in radio with interested attendees, and employment opportunities.	2	Market president VP of Sales
5	12/14/2021	Provision of training to management	In December 2021, our SEU's Market President took the Valuing Diversity Training Course provided by iHeartMedia Learning Center. The online course emphasized the many ways in which a diverse workforce and a culture of inclusion are a source of strength for an organization.	1	Market President

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
EEO PUBLIC FILE REPORT
February 1, 2021 - January 31, 2022

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
6	12/29/2021	Participation in Job Fairs	On December 29, 2021, our SEU hosted a virtual job fair. Prior to the event we ran on-air announcements on our stations to publicize the event. In addition to providing attendees with information about open positions at our SEU and collecting resumes, the job fair featured a live Q&A session in which participants had the opportunity to ask questions about careers in broadcasting generally and opportunities at our SEU specifically.	1	Market VP of sales

TAB B

VACANCY DOCUMENTATION

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Inventory Revenue Manager

Recruitment source referring hiree: iHeartMedia.dejobs.org

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Buffalo City Hall 65 Niagara Square Buffalo, New York Phone : 716-851-4200 Fax : 1-716-851-5401 Olivia Licata	N	0
3	Certified Rehabilitation Services 40 Cramond Street Colonie, New York 12205 Phone : 518-458-2773 Url : www.certifiedrehabservices.com Email : Darlene@Certifiedrehabservices.com Darlene Fittizzi	Y	0
4	College of St. Rose 432 Western Ave. Albany, New York 12203 Phone : 518-454-5265 Email : molgardm@strose.edu Mary Alice Molgard	N	0
9	iHeartMedia.dejobs.org 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.dejobs.org Talent Acquisition Coordinator Manual Posting	N	1
10	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Inventory Revenue Manager

Recruitment source referring hiree: iHeartMedia.dejobs.org

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
13	Mass Broadcasters 43 Riverside Ave PMB 401 Medford, Massachusetts 02155 Phone : 800-471-1875 Url : massbroadcasters.org Email : jorday@massbroadcasters.org Fax : 1-617-274-8833 Jordan Walton	N	0
14	Mercy College 555 Broadway Dobbs Ferry, New York 10522 Phone : 914-674-7363 Email : mbusetti@mercy.edu Fax : 1-914-693-9455 Marguerite Busetti	N	0
15	New School of Television & Radio 50 Colvin Ave. Albany, New York 12206 Phone : 518-438-7682 Email : ctaylor@newschoolalbany.edu Cathy Taylor	N	0
16	New York Urban League 204 W. 136th St. New York, New York 10030 Phone : 212-926-8000 Email : dcoleman@nyul.org Diane Coleman	N	0
17	Northeast Association of the Blind 301 Washington Ave. Albany, New York 12203 Phone : 518-463-1211 Email : ktepaske@naba-vision.org Kyra TePaske	Y	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Inventory Revenue Manager

Recruitment source referring hiree: iHeartMedia.dejobs.org

Date of hire: 3/9/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
18	St Thomas Aquinas College 125 Route 340 Sparkill, New York 10976 Phone : 845-398-4065 Email : careers@stac.edu Maureen Mulhern	N	0
20	WERC Women's Employment & Resource Ctr. 175 Central Ave. Albany, New York 12206 Phone : 518-462-7600 ext. 185 Email : madams@cdwerc.org Marge Adams	Y	0
21	Women's Center for Education & Career Advancement 11 Broadway New York, New York 10004 Phone : 212-964-8934 Url : www.wceca.org Email : mreagon@wceca.org Fax : 1-212-964-0222 Merble Reagon	N	0
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			1

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Inventory Revenue Manager

Position: Inventory Revenue Manager

Hire Date: March 9, 2020

This report, generated by Broadcast1Source, verifies that WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

iHeartMedia Stations

Job Summary:

Deploys commercial advertising -- configuring, monitoring, analyzing, and optimizing online and stream ad campaigns, utilizing emerging technology, applying campaign strategy, and providing unsurpassed customer service.

Responsibilities

- Handles all aspects of assigned stations(s) including placing bumped spots, rearranging spots on log in non-competitive slots, assigning cart numbers on production orders, making sure all copies are turned in, adding daily networks to log, changing computer data when necessary.
- Produces daily commercial logs by obtaining information, importing orders, and capturing commercial advertising schedules.
- Enters commercial advertising schedules and maintains database by reviewing and resolving error reports with the ultimate goal of optimizing revenue.
- Interfaces with Sales Management regarding inventory issues.
- Collaborates with management, Account Executives and Sales Support to ensure commercial spots are executed

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Inventory Revenue Manager

in accordance with contract provisions.

- Monitors changes and resolves Traffic department discrepancies.
- Manages flow of information and service inquiries in Radio Fusion/Viero systems.
- Coordinates with other departments to maintain commercial inventory and to provide billing information.
- Updates Sales Managers on available inventory.
- Plans and schedules to meet all require deadlines, (daily, weekly and monthly).
- Resolves problems among Sales, Continuity, Programming, Traffic, and Accounting.
- Prints and distributes sales contracts, attaches printed contracts with signed orders and places in files.
- Posts logs on a daily basis; prints log reports and files on a monthly basis.
- Completes all network production (i.e., barter spots, affidavits).
- May perform Digital Traffic duties.
- May require flexibility in work schedules.
- May back up other Traffic Coordinators when sick or on vacation, and receptionist when needed.

Qualifications

- Proficient in Microsoft Office suite, social networking platforms
- Familiarity with Radio Fusion/Viero systems a plus
- Ability to learn new systems quickly
- Proven ability to read and interpret documents such as operating and maintenance instruction procedure manuals, and insertion/purchase orders
- Excellent time management; ability to plan and organize, set priorities and multi task in a fast-paced environment
- Strong attention to detail, and high work standards
- Excellent written and oral communication skills.
- Demonstrated data entry skills.
- Ability to work independently and with a team

Work Experience

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Inventory Revenue Manager

- Prefer 2-5 years' experience in automated broadcast traffic system

Education

- High school diploma or equivalent

Certifications

- None required

Location

Latham, NY: 1203 Troy/Schenectady Road, 12110

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Our organization participates in E-Verify. Click [here](#) to learn about E-Verify.

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

Requirements:

Experience:

Additional Information:

Contact:

https://iheartmedia.wd5.myworkdayjobs.com/External_iHM/job/Latham-NY/Inventory-Revenue-Manager_Req20791

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Inventory Revenue Manager

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Jonathan Isaksen at jonathanisaksen@iheartmedia.com

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Inventory Revenue Manager

RS Number	Recruiting Source	Date and Time
1	Buffalo City Hall Fax: 1-716-851-5401	Sent: 2/25/2020 10:01 PM
3	Certified Rehabilitation Services E-mail: Darlene@Certifiedrehabservices.com	Sent: 2/25/2020 4:28:30 PM
4	College of St. Rose E-mail: molgardm@strose.edu	Sent: 2/25/2020 4:28:29 PM
13	Mass Broadcasters Fax: 1-617-274-8833	Sent: 2/25/2020 10:01 PM
14	Mercy College E-mail: mbusetti@mercy.edu	Sent: 2/25/2020 4:28:35 PM
15	New School of Television & Radio E-mail: ctaylor@newschoolalbany.edu	Sent: 2/25/2020 4:28:29 PM
16	New York Urban League E-mail: dcoleman@nyul.org	Sent: 2/25/2020 4:28:35 PM
17	Northeast Association of the Blind E-mail: ktpaske@naba-vision.org	Sent: 2/25/2020 4:28:28 PM
18	St Thomas Aquinas College E-mail: careers@stac.edu	Sent: 2/25/2020 4:28:35 PM
20	WERC Women's Employment & Resource Ctr. E-mail: madams@cdwerc.org	Sent: 2/25/2020 4:28:29 PM
21	Women's Center for Education & Career Advancement E-mail: mreagon@wceca.org	Sent: 2/25/2020 4:28:36 PM
22	www.mediagignow.com E-mail: customerservice@mediagignow.com	Sent: 2/25/2020 4:28:28 PM

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM**Vacancy Data Form****Promotions Assistant****Recruitment source referring hiree: Current Employee/Internal Promotion****Date of hire: 3/23/2020**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Buffalo City Hall 65 Niagara Square Buffalo, New York Phone : 716-851-4200 Fax : 1-716-851-5401 Olivia Licata	N	0
2	Buffalo State College 1300 Elmwood Avenue Buffalo, New York Phone : 716-878-5811 Email : askCDC@buffalostate.edu Fax : 1-716-878-3152 Nanette Tramont Muriel Howard, Claire Jones	N	0
3	Certified Rehabilitation Services 40 Cramond Street Colonie, New York 12205 Phone : 518-458-2773 Url : www.certifiedrehabservices.com Email : Darlene@Certifiedrehabservices.com Darlene Fittizzi	Y	0
4	College of St. Rose 432 Western Ave. Albany, New York 12203 Phone : 518-454-5265 Email : molgardm@strose.edu Mary Alice Molgard	N	0
5	Current Employee/Internal Promotion	N	1
6	Division of Military & Naval Affairs 330 Old Niskayuna Road Latham, New York 12110 Phone : 518-786-4911 Email : darlene.a.stanton.ctr@mail.mil Darlene Stanton	Y	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Promotions Assistant

Recruitment source referring hiree: Current Employee/Internal Promotion

Date of hire: 3/23/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
9	iHeartMedia.dejobs.org 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.dejobs.org Talent Acquisition Coordinator Manual Posting	N	0
10	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0
13	Mass Broadcasters 43 Riverside Ave PMB 401 Medford, Massachusetts 02155 Phone : 800-471-1875 Url : massbroadcasters.org Email : jorday@massbroadcasters.org Fax : 1-617-274-8833 Jordan Walton	N	0
14	Mercy College 555 Broadway Dobbs Ferry, New York 10522 Phone : 914-674-7363 Email : mbusetti@mercy.edu Fax : 1-914-693-9455 Marguerite Busetti	N	0
15	New School of Television & Radio 50 Colvin Ave. Albany, New York 12206 Phone : 518-438-7682 Email : ctaylor@newschoolalbany.edu Cathy Taylor	N	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM**Vacancy Data Form****Promotions Assistant****Recruitment source referring hiree: Current Employee/Internal Promotion****Date of hire: 3/23/2020**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
16	New York Urban League 204 W. 136th St. New York, New York 10030 Phone : 212-926-8000 Email : dcoleman@nyul.org Diane Coleman	N	0
17	Northeast Association of the Blind 301 Washington Ave. Albany, New York 12203 Phone : 518-463-1211 Email : ktepaske@naba-vision.org Kyra TePaske	Y	0
18	St Thomas Aquinas College 125 Route 340 Sparkill, New York 10976 Phone : 845-398-4065 Email : careers@stac.edu Maureen Mulhern	N	0
19	Unknown (source not adequately identified upon inquiry by SEU)	N	2
20	WERC Women's Employment & Resource Ctr. 175 Central Ave. Albany, New York 12206 Phone : 518-462-7600 ext. 185 Email : madams@cdwerc.org Marge Adams	Y	0
21	Women's Center for Education & Career Advancement 11 Broadway New York, New York 10004 Phone : 212-964-8934 Url : www.wceca.org Email : mreagon@wceca.org Fax : 1-212-964-0222 Merble Reagon	N	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM**Vacancy Data Form****Promotions Assistant****Recruitment source referring hiree: Current Employee/Internal Promotion****Date of hire: 3/23/2020**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			3

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Promotions Assistant

Position: Promotions Assistant

Hire Date: March 23, 2020

This report, generated by Broadcast1Source, verifies that WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

iHeartMedia Stations

Job Summary:

Assists the promotions or marketing departments with daily activities that promote the station(s), clients or events.

Responsibilities

- Coordinates and attends client meetings with sellers and sales managers as needed to plan events and event logistics.
- Collaborates with multiple departments to create and execute promotions such as remotes, events, van hits and other street team activities from start to finish.
- Drives promotional vehicles.
- Performs basic office administrative functions and updates station web site.
- Conducts on-site promotions, and handles clients and listeners.
- Sets up and runs audio and other types of equipment; hangs banners and other staging elements.

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Promotions Assistant

- Records events (i.e. photos, videos, audio and social media measures for station promotions).
- Sets up, breaks down and transports promotional event equipment as required.
- Prepares contest rules, waivers, and release forms for on air, digital, social media and other contests.
- Supervises prize inventory and in-studio prize sheets as well as awarding of prizes at events.
- May coordinate and oversee on-site appearances, remotes and events.
- May be responsible for all winner prize fulfillment and release forms.

Qualifications

- Advanced skills in Microsoft Office, Photoshop and social media platforms
- Excellent organizational skills; ability to prioritize and effectively manage time
- High work standards and degree of attention to detail
- Problem solving and decision making
- Project management from start to finish; assumes responsibility & accountability for assignments and tasks
- Actively listens; clearly and effectively conveys information; demonstrates effective business writing skills; shows excellent grasp of grammar
- Exhibits good interpersonal skills; collaborates with others; maintains composure when faced with difficult situations and personalities
- Excellent driving record
- Physical ability to stand for multiple hours and lift or move 40-pound objects

Work Experience

- 1-3 years' experience in outdoor promotions and/or marketing and/or customer service

Education

- High school diploma; 4-year college degree preferred (emphasis in Communications, Advertising or Marketing)

Certifications

- Valid driver's license
- Proof of insurability

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Promotions Assistant

Location

Latham, NY: 1203 Troy/Schenectady Road, 12110

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Our organization participates in E-Verify. Click [here](#) to learn about E-Verify.

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

Requirements:

Experience:

Additional Information:

Contact:

https://iheartmedia.wd5.myworkdayjobs.com/External_iHM/job/Latham-NY/Promotions-Assistant_Req20589

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kristen Delaney at kristendelaney@iheartmedia.com

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Promotions Assistant

RS Number	Recruiting Source	Date and Time
1	Buffalo City Hall Fax: 1-716-851-5401	Sent: 3/9/2020 2:02 PM
2	Buffalo State College Fax: 1-716-878-3152	Sent: 3/9/2020 2:02 PM
3	Certified Rehabilitation Services E-mail: Darlene@Certifiedrehabservices.com	Sent: 3/9/2020 9:44:23 AM
4	College of St. Rose E-mail: molgardm@strose.edu	Sent: 3/9/2020 9:44:22 AM
6	Division of Military & Naval Affairs E-mail: darlene.a.stanton.ctr@mail.mil	Sent: 3/9/2020 9:44:28 AM
13	Mass Broadcasters Fax: 1-617-274-8833	Sent: 3/9/2020 2:02 PM
14	Mercy College E-mail: mbusetti@mercy.edu	Sent: 3/9/2020 9:44:26 AM
15	New School of Television & Radio E-mail: ctaylor@newschoolalbany.edu	Sent: 3/9/2020 9:44:22 AM
16	New York Urban League E-mail: dcoleman@nyul.org	Sent: 3/9/2020 9:44:27 AM
17	Northeast Association of the Blind E-mail: ktepaske@naba-vision.org	Sent: 3/9/2020 9:44:21 AM
18	St Thomas Aquinas College E-mail: careers@stac.edu	Sent: 3/9/2020 9:44:27 AM
20	WERC Women's Employment & Resource Ctr. E-mail: madams@cdwerc.org	Sent: 3/9/2020 9:44:22 AM
21	Women's Center for Education & Career Advancement E-mail: mreagon@wceca.org	Sent: 3/9/2020 9:44:27 AM
22	www.mediagignow.com E-mail: customerservice@mediagignow.com	Sent: 3/9/2020 9:44:21 AM

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM**Vacancy Data Form****Morning Show Personality****Recruitment source referring hiree: Exigent Circumstances****Date of hire: 5/26/2020**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	Exigent Circumstances	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			1

MEMORANDUM

TO: Station Internal Files

DATE: 5/26/2020

RE: Circumstances Concerning Morning Show Personality Hire

This station employment unit (“SEU”) faced exigent circumstances with regards to the Morning Show Personality, hired on May 26, 2020. We were left with an immediate need to fill a programming spot when the previous show had to be terminated abruptly. The candidate was a former iHeartMedia on-air personality who had a high-profile and devoted following within the market. We acted quickly to recruit the candidate back to iHeartMedia to improve the quality of our programming and fill an empty time slot following the abrupt departure of our prior morning show personalities.

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Marketing Consultant

Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 10/26/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Buffalo City Hall 65 Niagara Square Buffalo, New York Phone : 716-851-4200 Fax : 1-716-851-5401 Olivia Licata	N	0
3	Certified Rehabilitation Services 40 Cramond Street Colonie, New York 12205 Phone : 518-458-2773 Url : www.certifiedrehabservices.com Email : Darlene@Certifiedrehabservices.com Darlene Fittizzi	Y	0
4	College of St. Rose 432 Western Ave. Albany, New York 12203 Phone : 518-454-5265 Email : molgardm@strose.edu Mary Alice Molgard	N	0
6	Division of Military & Naval Affairs 330 Old Niskayuna Road Latham, New York 12110 Phone : 518-786-4911 Email : darlene.a.stanton.ctr@mail.mil Darlene Stanton	Y	0
7	Employee Referral	N	1
9	iHeartMedia.dejobs.org 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.dejobs.org Talent Acquisition Coordinator Manual Posting	N	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Marketing Consultant

Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 10/26/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
10	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	1
11	Indeed.com - Not Directly Contacted by SEU	N	1
12	Linked In - Not Directly Contacted by SEU	N	2
13	Mass Broadcasters 43 Riverside Ave PMB 401 Medford, Massachusetts 02155 Phone : 800-471-1875 Url : massbroadcasters.org Email : jorday@massbroadcasters.org Fax : 1-617-274-8833 Jordan Walton	N	0
14	Mercy College 555 Broadway Dobbs Ferry, New York 10522 Phone : 914-674-7363 Email : mbusetti@mercy.edu Fax : 1-914-693-9455 Marguerite Busetti	N	0
15	New School of Television & Radio 50 Colvin Ave. Albany, New York 12206 Phone : 518-438-7682 Email : ctaylor@newschoolalbany.edu Cathy Taylor	N	0
16	New York Urban League 204 W. 136th St. New York, New York 10030 Phone : 212-926-8000 Email : dcoleman@nyul.org Diane Coleman	N	0

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

Vacancy Data Form

Marketing Consultant

Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 10/26/2020

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
17	Northeast Association of the Blind 301 Washington Ave. Albany, New York 12203 Phone : 518-463-1211 Email : ktepaske@naba-vision.org Kyra TePaske	Y	0
18	St Thomas Aquinas College 125 Route 340 Sparkill, New York 10976 Phone : 845-398-4065 Email : careers@stac.edu Maureen Mulhern	N	0
20	WERC Women's Employment & Resource Ctr. 175 Central Ave. Albany, New York 12206 Phone : 518-462-7600 ext. 185 Email : madams@cdwerc.org Marge Adams	Y	0
21	Women's Center for Education & Career Advancement 11 Broadway New York, New York 10004 Phone : 212-964-8934 Url : www.wceca.org Email : mreagon@wceca.org Fax : 1-212-964-0222 Merble Reagon	N	0
22	www.mediagignow.com 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			5

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Marketing Consultant

Position: Marketing Consultant

Hire Date: October 26, 2020

This report, generated by Broadcast1Source, verifies that WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

iHeartMedia Stations

Job Summary:

Identifies and develops new business opportunities; keeps and grows existing client relationships; offers solutions that help clients achieve their business goals; closes business; meets set sales target.

Responsibilities

- Identifies and solicits new business; builds and maintains a full pipeline of sales prospects.
- Services and grows relationships in existing base of clients.
- Identifies client/agency needs and develops persuasive proposals to meet needs and opportunities.
- Delivers effective sales presentations.
- Steers clients based on market, platform and station information.
- Maintains client communication and ensures client satisfaction.

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Marketing Consultant

- Monitors competition to continually find new account leads.
- Negotiates rates based on iHeartMedia's budgets.
- Works collaboratively with internal partners to drive revenue.
- Ensures prompt payments.
- Follows all station procedures for preparing orders, resolving billing issues, submitting regular reports regarding sales, pipeline lists, forecasts and competitive analysis.
- Creates effective marketing campaigns in cooperation with iHeartMedia resources.
- Generates revenue and meets/exceeds established sales targets.
- Candidate must drive their own vehicle with a valid driver's license and state-mandated auto insurance.

Qualifications

- Proficient in Microsoft Office suite and social networking platforms
- Adept at prospecting and using effective consultative selling principles and practices
- Strong client service relationship-building skills
- Ability to plan and organize, set priorities and multi task in a fast-paced environment
- Negotiation and closing proficiency
- Persuasive communication skills: verbal, written and presentation
- Independent; self-motivated; competitive; assertive
- Strong problem-solving and analytical skills
- Understanding of market dynamics including demographics
- Stress tolerance especially with tight deadlines and financial pressures
- Flexibility and creativity
- Professional appearance
- Strong interpersonal skills

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Marketing Consultant

Work Experience

- 2+ years in media/advertising sales is preferred, but not required
- Salesforce experience is a plus

Education

- High school diploma, college degree preferred

Certifications

- None required

Location

Latham, NY: 1203 Troy/Schenectady Road, 12110

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Our organization participates in E-Verify. Click [here](#) to learn about E-Verify.

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

Requirements:

Experience:

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Marketing Consultant

Additional Information:

Contact:

https://iheartmedia.wd5.myworkdayjobs.com/External_iHM/job/Latham-NY/Marketing-Consultant_Req21500

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

*****IMPORTANT*****

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Kristen Delaney at kristendelaney@iheartmedia.com

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM
Fax and E-mail verification summary report for Marketing Consultant

RS Number	Recruiting Source	Date and Time
1	Buffalo City Hall Fax: 1-716-851-5401	Sent: 7/2/2020 7:09 PM
3	Certified Rehabilitation Services E-mail: Darlene@Certifiedrehabservices.com	Sent: 7/2/2020 2:45:13 PM
4	College of St. Rose E-mail: molgardm@strose.edu	Sent: 7/2/2020 2:45:13 PM
6	Division of Military & Naval Affairs E-mail: darlene.a.stanton.ctr@mail.mil	Sent: 7/2/2020 2:45:18 PM
13	Mass Broadcasters Fax: 1-617-274-8833	Sent: 7/2/2020 7:11 PM
14	Mercy College E-mail: mbusetti@mercy.edu	Sent: 7/2/2020 2:45:17 PM
15	New School of Television & Radio E-mail: ctaylor@newschoolalbany.edu	Sent: 7/2/2020 2:45:13 PM
16	New York Urban League E-mail: dcoleman@nyul.org	Sent: 7/2/2020 2:45:17 PM
17	Northeast Association of the Blind E-mail: ktepasse@naba-vision.org	Sent: 7/2/2020 2:45:12 PM
18	St Thomas Aquinas College E-mail: careers@stac.edu	Sent: 7/2/2020 2:45:17 PM
20	WERC Women's Employment & Resource Ctr. E-mail: madams@cdwerc.org	Sent: 7/2/2020 2:45:12 PM
21	Women's Center for Education & Career Advancement E-mail: mreagon@wceca.org	Sent: 7/2/2020 2:45:18 PM
22	www.mediagignow.com E-mail: customerservice@mediagignow.com	Sent: 7/2/2020 2:45:12 PM

TAB C
RECRUITMENT INITIATIVE
DOCUMENTATION

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

RECRUITMENT INITIATIVES FORM

February 1, 2020 - January 31, 2021

	Type of Recruitment Initiative (ex. Job Fair, Internship Program)	Date	Brief Description of Activity & Scope of Broadcaster's Participation <i>(where applicable, include job title(s) of station staff involved in the activity)</i>
1.	Participation in events or programs sponsored by educational institutions	9-18-20	On September 18, 2020, our Market President spoke to students from the College of St. Rose's Huether School of Business about sales and sales management careers in broadcasting.
2.	Participation in Job Fairs	10-7-20	On October 6 and 7, 2020, our SEU hosted a virtual job fair to recruit for Account Executives. Prior to the event we ran on-air announcements on our stations to publicize the event. In addition to providing attendees with information about open positions at our SEU and collecting resumes, the job fair featured a live Q&A session in which participants had the opportunity to ask questions about careers in broadcasting generally and opportunities at our SEU specifically.
3.	Participation in events or programs sponsored by educational institutions	10-9-20	On October 9, 2020, our Market President participated on a virtual panel for students from the College of St. Rose. The students were taking a sales class and our Market President spoke about careers in media sales.
4.	Provision of training to management	12-14-20	In December 2020, our SEU's Market President took the Harassment Prevention training course provided by iHeartMedia Learning Center. The course focuses on preventing sexual harassment as well as other forms of harassment and emphasizes the importance of facilitating a safe and inclusive work environment that provides equal opportunities to all.



This certificate is awarded to

John Cooper

for the successful completion of the course

2020 Harassment Prevention: A Commonsense Approach for Managers

By Kantola

Date: 12/14/2020

WGY, WGY-FM, WKKF, WOFX, WPYX, WRVE, WTRY-FM

RECRUITMENT INITIATIVES FORM

February 1, 2021 - January 31, 2022

	Type of Recruitment Initiative (ex. Job Fair, Internship Program)	Date	Brief Description of Activity & Scope of Broadcaster's Participation <i>(where applicable, include job title(s) of station staff involved in the activity)</i>
1.	Participation in Job Fairs	4-21-21	On April 21, 2021, our SEU hosted a virtual job fair. Prior to the event we ran on-air announcements on our stations to publicize the event. In addition to providing attendees with information about open positions at our SEU and collecting resumes, the job fair featured a live Q&A session in which participants had the opportunity to ask questions about careers in broadcasting generally and opportunities at our SEU specifically.
2.	Establishment of an intern program designed to assist members of the community	7-1-21	In the Summer of 2021, our SEU hosted two interns, one from Full Sail University and one from Bucknell University. The interns participated in and gained experience through various activities across multiple departments, including Programming, Sales, News, Digital and Promotions. The interns were supervised by our Market President and our Promotions and Marketing Director.
3.	Establishment of an intern program designed to assist members of the community	10-1-21	In the Fall of 2021, our SEU hosted an intern from The College of St. Rose. The intern participated in and gained experience through various activities across multiple departments, including Programming, Sales, News, Digital and Promotions. The intern was supervised by our Market President and our Promotions and Marketing Director.
4.	Participation in Job Fairs	10-6-21	Our SEU attended a Virtual Job Fair at The College of St. Rose. Station participants discussed careers in radio with interested attendees, and employment opportunities.
5.	Provision of training to management	12-14-21	In December 2021, our SEU's Market President took the Valuing Diversity Training Course provided by iHeartMedia Learning Center. The online course emphasized the many ways in which a diverse workforce and a culture of inclusion are a source of strength for an organization.
6.	Participation in Job Fairs	12-29-21	On December 29, 2021, our SEU hosted a virtual job fair. Prior to the event we ran on-air announcements on our stations to publicize the event. In addition to providing attendees with information about open positions at our SEU and collecting resumes, the job fair featured a live Q&A session in which participants had the opportunity to ask questions about careers in broadcasting generally and opportunities at our SEU specifically.

THE NEW YORK STATE BROADCASTERS ASSOCIATION
INTERN PROGRAM 2021

PARTICIPANT INFORMATION FORM

Please complete the following form and return it to the NYSBA as soon as you hire your intern.

STATION CALL LETTERS & CITY:

iHeartMedia/WGY – Albany, NY

INTERN'S NAME:

[REDACTED]

INTERN'S ADDRESS:

INTERN'S EMAIL ADDRESS (school & personal to stay in touch):

[REDACTED]

NAME OF SCHOOL OR COLLEGE:

Bucknell University

MAJOR: [REDACTED]

SEMESTER/GRADE:

Junior

Return to: NYSBA – INTERN PROGRAM

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

NEW YORK STATE BROADCASTERS ASSOCIATION INTERN PROGRAM

INTERN TRAINING DEPARTMENT -- CHECKLIST

To ensure the intern receives proper orientation, it is important that he/she have first-hand experience in each of the following areas. Please check the areas experienced by the intern and [return this form to the NYSBA at the completion of the program.](#)

Programming/Music	<u> X </u>
News	<u> X </u>
Production/Continuity	<u> X </u>
Sales	<u> X </u>
Traffic/Bookkeeping	<u> </u>
Technical/Engineering	<u> </u>
Digital	<u> X </u>

Toward the end of the program (the remaining 40 to 50 hours) it is permissible (even encouraged) to have the intern focus on the one area that most appeals to him/her for more in-depth concentration of effort.

NYSBA – INTERN PROGRAM



THE NEW YORK STATE BROADCASTERS ASSOCIATION
INTERN PROGRAM 2021

PARTICIPANT INFORMATION FORM

Please complete the following form and return it to the NYSBA as soon as you hire your intern.

STATION CALL LETTERS & CITY:

iHeartMedia/WGY – Albany, NY

INTERN'S NAME:

B [REDACTED]

INTERN'S ADDRESS:

[REDACTED]

INTERN'S EMAIL ADDRESS (school & personal to stay in touch):

b [REDACTED]

NAME OF SCHOOL OR COLLEGE:

Full Sail University

MAJOR: [REDACTED]

SEMESTER/GRADE:

Senior

Return to: NYSBA – INTERN PROGRAM

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

NEW YORK STATE BROADCASTERS ASSOCIATION INTERN PROGRAM

INTERN TRAINING DEPARTMENT -- CHECKLIST

To ensure the intern receives proper orientation, it is important that he/she have first-hand experience in each of the following areas. Please check the areas experienced by the intern and [return this form to the NYSBA at the completion of the program.](#)

Programming/Music	<u> X </u>
News	<u> X </u>
Production/Continuity	<u> </u>
Sales	<u> X </u>
Traffic/Bookkeeping	<u> </u>
Technical/Engineering	<u> </u>
Digital	<u> X </u>

Toward the end of the program (the remaining 40 to 50 hours) it is permissible (even encouraged) to have the intern focus on the one area that most appeals to him/her for more in-depth concentration of effort.

NYSBA – INTERN PROGRAM

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████████████████████.org
████████████████████

THE NEW YORK STATE BROADCASTERS ASSOCIATION
INTERN PROGRAM 2021

PARTICIPANT INFORMATION FORM

Please complete the following form and return it to the NYSBA as soon as you hire your intern.

STATION CALL LETTERS & CITY:

iHeartMedia – Albany, NY

INTERN'S NAME:

[REDACTED]

INTERN'S ADDRESS:

[REDACTED]

INTERN'S EMAIL ADDRESS (school & personal to stay in touch):

[REDACTED]

NAME OF SCHOOL OR COLLEGE:

St. Rose

MAJOR: [REDACTED]

SEMESTER/GRADE: Senior

Return to: NYSBA – INTERN PROGRAM

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

NEW YORK STATE BROADCASTERS ASSOCIATION INTERN PROGRAM

INTERN TRAINING DEPARTMENT -- CHECKLIST

To ensure the intern receives proper orientation, it is important that he/she have first-hand experience in each of the following areas. Please check the areas experienced by the intern and [return this form to the NYSBA at the completion of the program.](#)

Programming/Music	<u> X </u>
News	<u> X </u>
Production/Continuity	<u> </u>
Sales	<u> X </u>
Traffic/Bookkeeping	<u> </u>
Technical/Engineering	<u> </u>
Digital	<u> X </u>

Toward the end of the program (the remaining 40 to 50 hours) it is permissible (even encouraged) to have the intern focus on the one area that most appeals to him/her for more in-depth concentration of effort.

NYSBA – INTERN PROGRAM





This certificate is awarded to

Howard Greiner

for the successful completion of the course

Valuing Diversity: Manager Edition

By Syntrio

Date: 12/14/2021