

WFLS-FM, WWUZ(FM), WVBX(FM), WNTX(AM)
EEO PUBLIC FILE REPORT
June 1, 2019 – May 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
Traffic Coordinator/Continuity	1, 5, 11, 13, 16-18	18
Sales Assistant	14	14
Account Executive	1, 6, 10-11, 13, 16	16
Promotions Director	1, 4, 6, 11, 13-14, 16-17	13

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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	<p>On-Air Announcements (<i>one or more SEU stations</i>) Contact: Sandy Ridgeway 10333 Southpoint Landing Blvd., Suite 215 Fredericksburg, VA 22407 540-374-5474</p>	No	1
2	<p>DC/MD/VA/DE Radio TV Media News Website www.dcrtv.com Contact: Dave Hughes 1981-B Villaridge Drive Reston, VA 20191 703-620-9466</p>	No	0
3	<p>The Free Lance-Star Newspaper Sales Department Carl D. Silver Parkway Fredericksburg, VA 22401 540-374-5000 acasler@freelancestar.com</p>	No	0
4	<p>All Access Music Group Contact: Joel Denver 28955 Pacific Coast Hwy., Ste. #210-5 Malibu, CA 90265 310-457-6616 www.allaccess.com</p>	No	0
5	<p>Commonwealth of Virginia Virginia Workforce Connection 10304 Spotsylvania Ave., Ste 100 Fredericksburg, VA 22408 www.vawc.virginia.gov 540-322-5768</p>	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
6	Illinois Center for Broadcasting Contact: Don Clark 601 South LaSalle Street Chicago, IL 60605 312-884-8000 dclark@beonair.com	No	0
7	Columbia School of Broadcasting 3947 University Drive, 2 nd Floor Fairfax, VA 22030 Bill Butler 703-591-6000 djtrain@columbiaschoolbroadcas.com	No	0
8	Hampton University 2 Frissell Street Hampton, VA 23668 757-727-5331 Hampton-csm.symplicity.com	No	0
9	Germanna Community College 10000 Germanna Point Drive Fredericksburg, VA 22408 540-710-2025 mhawley@germanna.edu	No	0
10	Virginia Association of Broadcasters 250 West Main Street, Ste. 100 Charlottesville, VA 22920 434-977-3716 www.vabonline.com	No	0
11	Indeed Website Customer Service 470 W. Avenue Stamford, CT 203-564-2418 www.indeed.com	No	0
12	University of Mary Washington 1301 College Avenue Fredericksburg, VA 22401 540-654-1000 www.umw.edu/careercenter www.handshake.com	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
13	LinkedIn Website Mountain View, CA www.linkedin.com	No	5
14	Word-of-Mouth Referral	No	4
15	SEU Job Fairs (<i>see Section III</i>)	No	0
16	Alpha Media Career Website www.alphamediausa.com/careers	No	3
17	Internal Posting/Candidate	No	3
18	Internal Transfer/Promotion	No	1
19	Walk-In/Self-Referral	No	0
TOTAL INTERVIEWEES OVER REPORTING PERIOD			17

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Internship Program	From June 3, 2019 through July 26, 2019, our SEU hosted a student as part of the Virginia Association of Broadcasters Summer Internship program. The intern spent time observing and assisting with station events, sales, traffic, engineering and reception. The intern also met with our Market Manager for an overview of the stations.
2	Participate in an event or program sponsored by or on behalf of an education institution relating to careers in broadcasting	On June 7, 2019, our SEU's Promotions Director participated in Career Day at Allen Elementary School, sharing her experiences working in the broadcast industry, presenting videos of station facilities, and demonstrating how a live radio broadcast works.
3	Participate in an event or program sponsored by or on behalf of a community organization relating to careers in broadcasting	On July 2, 2019, our SEU'S Promotions Director conducted a tour of station facilities for a local Boy Scouts troop as part of their effort to earn a Journalism Merit Badge. Troop members observed the various departments and functions important to a radio station and were exposed to broadcast careers in action.
4	Mentoring/training programs designed to enable station personnel to acquire skills that could qualify them for higher-level positions.	<p>From June 17, 2019 thru July 22, 2019, our WVBX Program Director worked with a Sales Assistant to mentor her in Traffic Coordinator/Continuity and On-Air Talent roles. The program included traffic training using Wideorbit Software, VCreative Software and AIM Software as well as instruction on live stopsets/recording stopsets with Play List Editor. The mentorship was designed to enhance her skills in order to advance her position and resulted in a promotion to the Traffic Coordinator/ Continuity.</p> <p>From January 2, 2020 thru March 6, 2020, the SEU's Sales Assistant/Receptionist cross-trained on Traffic Coordinator/Continuity duties, learning Wideorbit Software (schedule input), VCreative Software (commercial instructions), and AIM (copy review). The training allows the Sales Assistant/Receptionist to fill in during periods of absence of the Traffic Coordinator/Continuity and acquire additional skills for possible promotion.</p>

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
5	Management-level training addressing equal employment opportunity and preventing discrimination	On various dates in August and November 2019, the SEU's Business Manager, Operations/Content Director, Market Manager, and Promotions Director participated in a ThinkHR training program provided by Alpha Media entitled, "Bullying and Violence in the Workplace"
6	Management-level training addressing equal employment opportunity and preventing discrimination	On various dates in August, September and November 2019, the SEU's Operations/Content Director, Business Manager, Market Manager, and Promotions Director participated in a ThinkHR training program provided by Alpha Media entitled, "Workplace Harassment Prevention for Managers."
7	Management-level training addressing equal employment opportunity and preventing discrimination	On August 20, 2019, the SEU's Market Manager, participated in a ThinkHR training program provided by Alpha Media entitled, "A Manager's Guide to Diversity at the Workplace."
8	Management-level training addressing equal employment opportunity and preventing discrimination	On October 9, 2019, our SEU's Operations/Content Director and Business Manager took part in a training webinar entitled, "The FCC's Equal Employment Opportunity Rules: The Nuts and Bolts for Alpha Media," presented by Alpha Media's communications counsel, Wiley Rein LLP.