

ANNUAL EEO PUBLIC FILE REPORT

Facility ID	Date Report Covers: Feb. 1, 2023- Jan. 31, 2024	Employer: Forever Media of DE, LLC	Job Search to: careers@forevermediainc.com
16459	Stations, City of License: WSTW-FM, Wilmington, DE	Employment Unit: 2727 Shipley Road Wilmington, DE 19810 www.wdel.com www.wstw.com www.wxcyfm.com	Contact Person, Title, email, phone number: Donald Dalesio, Market Manager ddalesio@forevermediainc.com (302) 660-3447
16458	WDEL-AM Wilmington, DE		
51136	WDEL-FM Canton, NJ		
52768	WOCQ-AM, Salem, NJ		

This EEO Public File Report is filed in each Station’s public inspection file.

Employer is an equal opportunity employer and does not discriminate in the hiring, training or promotion of employees by reason of race, color, religion, sex, or national origin. We engage in a continuing effort to seek out prospective applicants for employment. We contacted agencies in the area of the station to solicit for full-time open positions of employment. This report reflects those agencies contacted. Those which requested to be contacted, are so noted. We have found these agencies to be suppliers of possible employment candidates in our continuing outreach program to achieve dissemination of information to a broad section of the community.

Employer periodically re-evaluates the recruitment sources list for wide dissemination of vacancies.

Full-Time Vacancies Filled:

Job Title	Hire Date	Persons Hired	Persons Interviewed	Recruitment Sources Used from Master List	Recruitment Source
Digital Marketing Coordinator	3/6/23	1	3	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30	5
Media Sales	06/12/23	1	4	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,32	1
Media Sales	11/3/23	1	1	1,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,34	3
Total		3	8		

Full-Time Recruitment Sources Master List:

Recruitment Source Number	Recruitment Source Name, Address, Phone, Contact, email, URL	Source Requested Notification	Referrals Interviewed
1	Forever Media Website Donald Dalesio, Market Manager 2727 Shipley Road Wilmington, DE 19810 www.wdel.com www.wstw.com	NO	2
2	Forever Media On-Air Radio Stations WSTW/WDEL/WXCY Donald Dalesio, Market Manager 2727 Shipley Road Wilmington, DE 19810 www.careers@forevermediainc.com	NO	0
3	Walk-Ins, Employee/Client Referrals/Other Donald Dalesio, Market Manager 2727 Shipley Road Wilmington, DE 19810 careers@forevermediainc.com	NO	4
4	Indeed 177 Broad Street, 6 th Floor Stamford CT 06901 888-746-9333 Customer Support www.indeed.com	NO	0
5	Linked In Sunnyvale, CA	NO	2
6	Internal Posting-Brownsville 123 Blaine Road Brownsville, PA 15417 Joyce Nicholson 724-938-2000 jnicolson@forevermediainc.com	NO	0
7	Internal Posting-Robinson 2 Robinson Plaza, Ste 410 Pittsburgh, PA 15205 Dottie McCartney 412-275-3393 dmccartney@forevermediainc.com	NO	0
8	Internal Job Posting- York/Hanover 273 Radio Road Hanover, PA 17331 Tammy Signor tsignor@forevermediainc.com	NO	0
9	Internal Posting-Cumberland 350 Byrd Avenue Cumberland, MD 21502 Tim Martin 301-722-6666 tmartin@forevermediainc.com	NO	0
10	Internal Job Posting- Easton 306 Port Street Easton, MD 21601 Patti Tibbitt 410-822-3301	NO	0

	ptibbitt@forevermediainc.com		
11	Internal Job Posting- Havre de Grace 707 Revolution Street Havre de Grace, MD 21078 Doug Hall 410-941-7121 dhall@forevermediainc.com	NO	0
12	Internal Job Posting- Milford 166 Blairs Pond Rd Milford, DE 19963 Mark Schollenberger 302-422-7575 mschollenberger@forevermediainc.com	NO	0
13	Internal Job Posting – Wilmington 2727 Shipley Road Wilmington, DE 19810 Ken Scriven 302-478-2700 kscriven@forevermediainc.com	NO	0
14	Allegheny College 520 N Main Street Meadville, PA 16335 www.joinhandshake.com	NO	0
15	Bloomsburg University of Pennsylvania 400 E 2 nd Street Bloomsburg, PA 17815 www.joinhandshake.com	NO	0
16	Delaware State University 1200 N Dupont Hwy Dover, DE 19901 www.joinhandshake.com	NO	0
17	Dickinson College 280 N College Street Carlisle, PA 17013 717-243-5121 www.joinhandshake.com	NO	0
18	Drexel University 3141 Chestnut Street Philadelphia, PA 19104 215-895-2000 www.joinhandshake.com	NO	0
19	Frostburg State University 101 Braddock Rd. Frostburg, MD 21532 301-687-4000 www.joinhandshake.com	NO	0
20	Geneva College 3200 College Avenue Beaver Falls, PA 15010 www.joinhandshake.com	NO	0
21	George Mason University 4400 University Dr Fairfax, VA 703-993-1000 www.joinhandshake.com	NO	0
22	Georgetown University 3700 O Street NW Washington, DC 20057	NO	0

	202-687-0100 www.joinhandshake.com		
23	Goldey-Beacom College 4701 Limestone Road Wilmington, DE 19808 (302) 998-8814 www.joinhandshake.com	NO	0
24	Penn West (formerly) California University of Pennsylvania 250 University Ave., California, PA 15419 724-938-4000 www.joinhandshake.com	NO	0
25	Swarthmore College 500 College Ave. Swarthmore, PA 19081 www.joinhandshake.com	NO	0
26	The College of New Jersey 2000 Pennington Rd Ewing Township, NJ 08618 609-771-2141 www.joinhandshake.com	NO	0
27	University of Delaware 210 South College Avenue Newark, DE 19716 (302) 831-2792 www.joinhandshake.com	NO	0
28	West Chester University 700 S High Street West Chester, PA 19383 www.joinhandshake.com	NO	0
29	Widener University One University Pl Chester, PA 19013 www.joinhandshake.com	NO	0
30	Wilmington University 320 N DuPont Hwy New Castle, DE 19720 (877) 967-5464 www.joinhandshake.com	NO	0
31	All Access 24955 Pacific Coast Highway, C303 Malibu CA 90265	NO	0
32	Facebook Page/Ads Menlo Park, CA www.facebook.com	NO	0
33	TBC Holdings LLC tbcholdingsllc.com Cameron McDowell 724-513-6663	NO	0
34	MDCD infor@mdcd.com	NO	0
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Outreach Activities List:

Outreach Number	Date	Recruitment Initiative	Description	Participants
1	3/1/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	American University, Georgetown University and George Washington University's Marketing and Communication Virtual Industry Fair. Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever stations.
2	3/7/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	University of Delaware's 2023 Communications, Marketing & Media Virtual Career Meetup. Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever stations.
3	3/8/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	The 21st Annual Adams County Career Fair hosted by The Adams County Economic Education Foundation and The Chamber of Gettysburg & Adams County. This event is for 10th grade students to hear about career opportunities.	Lauren Kares-Yelk, Local Sales Manager represented al of the Forever stations.
4	3/29/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	Frostburg State University Virtual Career and Internship Fair Spring 2023- Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever stations.
5	10/25/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	Frostburg State University Virtual Career and Internship Fair. Engaged with students and alumni seeking employment opportunities.	Diane Fetty represented all of the Forever Media stations.
6	11/2/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	University of Delaware's 2023 Communications, Marketing and Media Career Meetup. Engaged with students and alumni seeking full-time, part-time and seasonal career opportunities and career advice relating to advertising, branding, communications, graphic design, public relations and media.	Diane Fetty represented all of the Forever Media stations.
7	4/12/23	#2 Hosted Job Fairs	Forever Media-Wilmington, DE hosted an onsite job fair	Don Dalesio, MM, On-air programming staff, GSMs.
8	11/29/23	#2 Hosted Job Fairs	Forever Media-Wilmington, DE hosted an onsite job fair	Don Dalesio, MM, On-air programming staff, GSMs.
9	Ongoing	#2 Hosted Job Fairs	FOREVER MEDIA hosts an on-going job fair on its website www.forevermediainc.com where applicants have an opportunity to view open positions, by market, and submit a resume.	Diane Fetty, CHRD
10	None this period.	#5 Forever Media Internship Program	Forever Media Radio helps prepare students to take their place in society as active, critical and engaged media professionals. We provide internship opportunities to students every year. We work to design a program that allows students to earn college credit for hands on experience at the radio station. The Internships are designed to meet the needs of the radio station and academic requirements of the college or university where the student is enrolled. Each internship is uniquely	

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			designed to help prepare students to take their place in society as active, critical and engaged media professionals. Students may work with the News Director, Program Director, Business Manager, Chief Engineer, Sales Manager or the General Manager to fulfill their internship. Promotional interns. They helped develop, plan, implement, and recap ways to market and promote the station group. They attend Live Action Broadcasts for the radio network and help promote the event.	
11	05/04/2023 & 5/5/23	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held an in-person annual Board of Directors meeting at the Harrisburg Hilton.	Mike Sherry, VP of Sales, David Davies
12	9/28/23 & 9/29/23	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held an in-person annual Board of Directors meeting at the Omni Hotel in Pittsburgh, PA.	Mike Sherry, VP of Sales, David Davies
13	11/29/23	#8 Establishment of Training Programs for Station Personnel	FCC Political Broadcasting Requirements – Getting Ready for 2024 Webinar highlighting the issues in political broadcasting.	Managers and GSMs
14	12/14/23 & 12/15/23	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held an in-person annual Board of Directors meeting at the Bedford Springs Resort.	Mike Sherry, VP of Sales, David Davies, Market Manager
15	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Thursdays at 10:31 am with Production Directors and copywriters, who are divided into group, to share ideas for commercials and promos.	Production Directors and Copywriters
16	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Tuesdays at 10:31 am with the programming air staff, who are divided into group, to share ideas on air content.	Programming Staff
17	Occasionally	#8 Establishment of Training Programs for Station Personnel	Mike Stevens will occasionally share a webinar or presentation to programming and/or production directors and copywriters as they are held by consultants and other broadcast organizations.	Programming/Production Staff
18	Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens conducts a monthly telephone conference call with Production Directors and Copy Writers to guide, and train in order to help them succeed in their careers, as well as share ideas and talk about trends in copy writing and production. These calls include coaching and support from me.	Production Directors and Copywriters with Mike Stevens
19	Daily	#8 Establishment of Training Programs for Station Personnel	Account Executives are provided with daily group sales meetings to further their understanding of sales, communication, marketing trends/opportunities and sales information. These morning meetings are usually led by the General Sales Manager or General Manager. When individual training is required, the Account Executives are assisted	Sales Staff

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			by the General Sales Manager and/or the General Manager.	
20	Bi-Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens, conducts a bi-monthly telephone conference call with the Program Directors and General Managers to review, guide and train in order to help them succeed in their careers and the overall operation of the Radio Stations. These calls routinely include coaching and support from Forever Media President Lynn Deppen and Radio Consultant Joel Raab.	Program Directors and GMs with Mike Stevens
21	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Monarch Solutions to the Sales Department. Monarch offers a web-based media-specific software platform that enables the sales department to maximize their advertising opportunities. The program provides media sales workflow while giving the exact information needed for prospecting, managing, evaluating, and closing business. Training tools for all aspects of sales are provided and available within this program.	All Management and sales staff
22	Annually and upon hire	#8 Establishment of Training Programs for Station Personnel	Forever Media supports and has a commitment to the principals of equal employment opportunity and intends to provide a work environment free from unlawful discrimination of any kind. In keeping with this commitment, upon hire, all new employees are put through Sexual Harassment training and every employee trained annually.	All Employees
23	Weekly	#8 Establishment of Training Programs for Station Personnel	Forever Media incorporates an additional level of employee training with the ThinkZoom-P1Learning program. P1Learning provides on-line training and operations development solutions focused exclusively on the media industry. P1 provides selling techniques and concepts, tips, training, development leadership advice and legal compliance requirements to salespersons, human resources, supervisors and management. All Forever Media employees have access to hundreds of interactive courses, tests and written materials on a variety of topics relevant to the industry.	All Employees
24	Weekly	#8 Establishment of Training Programs for Station Personnel	Forever Media General Managers schedule weekly, daily and individual meetings with Sales Account Executives to review, guide and train in order to help each succeed in their career. Additionally, every other Tuesday morning, the Vice-President of Sales conducts a telephone-conferenced webinar to mentor all Forever Media station General Managers, General Sales Managers, Market Managers through a process of informal discussion of knowledge, education, coaching and support as it relates to work, career, or professional	VP of Sales, GM's, GSM's, Sales Staff, Market Managers

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			development.	
25	Ongoing	#8 Establishment of Training Programs for Station Personnel	The station's General Manager, General Sales Manager and Account Executives routinely train on-line with the Radio Advertising Bureau. During this period, all have earned Radio Marketing Professional Certifications from the Radio Advertising Bureau. These educational and instructional courses are designed to improve our sales team's knowledge about radio and offers educational/instructional courses designed to improve management, daily operations and leadership of the Radio Stations.	Sales Staff
26	Ongoing	#8 – Establishment of Training Programs for Station Personnel	Forever Media makes available Marketron. Marketron offers a web-based media-specific software platform that enables the traffic departments, production departments, and business managers to maximize their managing and invoicing of commercials, non-traditional revenue and digital. Training tools for all aspects are provided and available within this program.	Traffic Staff, Programming Staff, and Business Managers
27	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Nielsen. Nielsen offers platform training for the sales department. Training tools for all aspects are provided and available within this program including a monthly calendar of training sessions.	Sales Staff
28	3/24/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Point Park University High School Media Day. The School of Communication offers current high school students exciting opportunities to visit Point Park University's Downtown Pittsburgh campus and learn what it's like to study in one of our innovative communication majors	Mike Sherry, VP of Sales represented all of the Forever Media Stations.
29	4/24/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Delegation Youth Conference hosted by U.S. Senator Chris Coons. In the morning, students spent time with Delaware's congressional delegation. In the afternoon, the students attended break-out sessions on topics of interest. Chris Carl participated in a breakout session on "News & Social Media".	Chris Carl, Program Director
30	6/27/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Meet the Media Workshop-PRSA-Delaware Chapter. Nearly 60 people from up and down the state attended.	Chris Carl-PD of WDEL spoke at this event.
31	9/11/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by	On September 11, 2023, Chris Carl, Operations Manager, spoke to the Broadcast and Digital Journalism students at Syracuse University about how to report on local government for radio.	Chris Carl, Operations Manager

		educational institutions		
32	Upon Request	#16 Radio Station Group Tours	<p>We routinely give group tours of our facility, 2727 Shipley Road, Wilmington, DE 19810 to organizations such as the Boy and Girl Scouts, elementary and high school groups, church groups and other similar groups. The tours provide an introduction to the Radio Broadcasting Industry and are offered for free. A typical tour includes information on the history of Radio and our stations. We explain and demonstrate the broadcasting equipment used to transmit programming from the studio to the transmitter site, we explain the studio equipment and how it functions. An introduction and hands-on recording of commercial production is demonstrated. An explanation of all positions and responsibility of station personnel is also given. We discuss our station formats, audience and coverage area. The tours are tailored to meet the goals of the specific groups. To request a tour contact:</p> <p>Forever Media of DE, LLC 2727 Shipley Road Wilmington, DE 19810. Attention: GM or call 302-660-4897</p>	