



Forever South Licenses, LLC
1919 Scottsville Rd.
Bowling Green KY 42104
270-843-3333

May 1, 2023

Re: Response to FCC Equal Employment Opportunity Audit WHNY (FM), Henry TN.

Forever South Licenses, LLC (“Licensee”)

Employment Unit Stations:

WHNY Paris, TN, Facility ID 4805
WHNY-FM, Henry, TN, Facility ID 85416
WRQR-FM, Paris, TN, Facility ID 71502
WTPR-FM, McKinnon, TN, Facility ID 12496
WTPR, Paris, TN, Facility ID 71503
WHDM, McKenzie TN, Facility ID 61591
WLZK-FM, Paris, TN, Facility ID 4806

The following information will respond to the FCC’s Public Notice of the EEO audit dated April 24, 2023, of which a copy follows this response letter, requesting information regarding the employment information and EEO recruitment program of Radio Station WHNY-FM, Henry, TN, and the above-referenced stations which constitute the collective stations in the Employment Unit. The following information, data and documents will respond to the Commission’s letter in order of request from the Commission’s letter:

Paragraph 2. (a): Does not apply.

Paragraph 2(b)(i)(ii)(iii)(iv)(v): Attached as Exhibit A and Exhibit B, the two most recent Annual EEO reports and supporting back up information have been uploaded in two separate files along with this file as requested by these paragraphs of the Commission’s letter. These EEO reports answer the Commission’s questions from its April 24, 2023 letter.

Paragraph 2(b)(ii) The website for all stations listed above www.radionwtn.com, and it does contain the most recent Annual EEO Report.

Paragraph 2(b)(iii)(iv) During the April 1, 2022 – March 31, 2023, reporting period, there were no full-time positions filled. During the April 1, 2021- March 31, 2022 reporting period, this Employment Unit hired one full-time position – Traffic Director/Office Assistant. Initially recruited as a part-time role, this opening was adjusted to full-time. Due to the increased, immediate need for this role, this hiring process was conducted as an exigent hire. One candidate was interviewed for this opening with the referral source being facebook.com/wenkwtpr. Documentation of initial

recruitment sources utilized can be reviewed in Exhibit A and Exhibit B. We have placed considerable focus on increasing our number of recruitment sources which can be seen in Exhibit A. We continue our efforts to make our group a source of employment. Additionally, beginning in November of 2021, our group began to utilize an EEO Compliance and electronic Public File Management platform in Broadcast1Source to ensure our adherence to policy.

Paragraph 2(b)(v) The Employment Unit currently has 5 full-time employees. The market size is less than 250,000 people. Therefore, the Employment Unit requirements are to perform two (2) recruitment points worth of initiatives over a two-year period. The Licensee has performed at least 13 separate initiatives for the two-year period. Date documentation for outreach initiatives can be reviewed in Exhibits A and B of this response.

Paragraph 2(b)(vi): The licensee affirms that it is not aware of any complaints alleging unlawful discrimination in the employment practices of stations.

Paragraph 2(b)(vii): The Executive Vice President of Forever Communications, Jared Mims, has ultimate responsibility for the Employment Unit's EEO Program. The Employment Unit's Market Manager, Lance Pierce, in direct coordination with and the assistance and oversight of Executive Vice President, Jared Mims, are responsible for the Employment Unit's EEO policies, its EEO program and the enforcement of those policies and programs. The Executive Vice President is responsible for overseeing that reports are filed, and documentation completed and is directly responsible for the implementation of the Employment Unit's EEO program. This includes the coordination and contact of recruitment sources, notification of vacancies, collection, and maintenance of all documents regarding vacancies, announcements and interviewees, analysis of the recruitment process and recruitment sources, the coordination of supplemental recruitment activities and the preparation of the Annual EEO Reports. The Employment Unit has informed employees and job applicants of its EEO policies and program through (1) job postings and ads which bear the statement "Forever Communications, Inc." is an Equal Opportunity Employer" and (2) by the posting of posters in the employee's general gathering space regarding equal pay, EEO and other federal and state labor laws, and which are supplied by the state's Department of Labor and the EEOC. Job opening posting documents are shown in Exhibits A and B.

Paragraph 2(viii): The Employment Unit's EEO Recruitment Program is reviewed at least quarterly and more frequently when a job opening occurs. The Station Manager of the Employment Unit, in coordination with the Executive Vice President, review and update the list of recruitment sources that will be notified of pending or future job vacancies. If deemed necessary, new sources will be added to replace ineffective sources. A list of current recruitment sources is attached in Exhibits A and B and is included in each EEO Report when and where applicable.

Paragraph 2(ix): The Employment Unit does not have a union or any collective bargaining agreements. The Licensee's management analyzes wages and benefits for appropriate wage increases, promotions, etc. at its yearly budget meetings. The appropriate wage increases take effect at varying times associated with the budgeting process. To date, all vacancies are simultaneously opened to applicants inside the company and to outside applicants. The best candidate is hired. All raises and promotions are based on merit. Since the company is relatively small, any "analysis" of the "measures taken to examine" pay, benefits, etc. are relatively informal.

Paragraph 2(x): The Licensee is not a religious broadcaster.

Paragraph 2(c): Our company handbook has not been supplied for this audit.

Paragraphs 3. and 4. do not apply.

I, Jared Mims, Executive Vice President of Forever South Licenses, LLC, do hereby swear under penalty of perjury that the forgoing is true and accurate to the best of my knowledge. I can be reached at jmims@forevercom.com and/or 931-561-3501.



Jared Mims

May 1, 2023
Date

WHDM, WHNY, WHNY-FM, WLZK, WRQR-FM, WTPR, WTPR-FM**EEO PUBLIC FILE REPORT****April 1, 2022 - March 31, 2023****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.		

**WHDM, WHNY, WHNY-FM, WLZK, WRQR-FM, WTPR, WTPR-FM
EEO PUBLIC FILE REPORT**

April 1, 2022 - March 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
AS NOTED IN SECTION I, NO JOB OPENINGS WERE POSTED AND FILLED DURING THIS REPORTING PERIOD.			

WHDM, WHNY, WHNY-FM, WLZK, WRQR-FM, WTPR, WTPR-FM

EEO PUBLIC FILE REPORT

April 1, 2022 - March 31, 2023

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	Ongoing Event	Participation in other activities designed by the station employment unit	Stations broadcast messaging encouraging groups to request Forever Communications, Inc. job vacancy notifications. The process of requesting notifications is detailed in these messages.	1	Executive Vice President Station Manager
2	9/25/2022	Establishment of training programs for station personnel	Annual Sales & Production Retreat - This 2-day event provides training for applicable personnel including managers from all departments as well as sales representatives & production staff.	5	Station Manager Marketing Consultant Marketing Consultant Marketing Consultant
3	9/26/2022	Participation in Job Fairs	Our stations participated in a Virtual Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 9/26/22-9/30/22)	1	EVP
4	3/20/2023	Establishment of training programs for station personnel	EEO Compliance Training - We covered the following areas of record keeping during our training session: <ul style="list-style-type: none"> - Managing outreach agency contact details, including Prong 2 status - Creating job vacancy notices and sending dated copies to outreach agencies - Proof document retention for any agencies you contact separately from BIS - Recording interview details for accurate referral identification - Tracking Prong 3 (Initiative) points - Running EEO reports and discussion of next steps for filing with FCC.gov - Conducting and recording Self Assessments 	2	Executive Vice President Station Manager

WHDM, WHNY, WHNY-FM, WLZK, WRQR-FM, WTPR, WTPR-FM

EEO PUBLIC FILE REPORT

April 1, 2022 - March 31, 2023

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
5	3/24/2023	Establishment of training programs for station personnel	Contest Rules Webinar - This served as management training for market managers to ensure adherence to FCC guidelines regarding contest rules & execution. Materials reviewed will also better prepare attendees for any future advancement or employment opportunities. Topics covered included: - FCC guidelines regarding Contest Rules - Forever contest rules policy - Prize eligibility - Mandatory on-air elements - General contest rules information	2	Executive Vice President Station Manager
6	3/27/2023	Participation in Job Fairs	Our stations participated in a Virtual Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 3/27/23-3/29/23)	1	Executive Vice President
7	3/29/2023	Participation in other activities designed by the station employment unit	We reviewed and updated the brochure that defines various positions and career opportunities within the industry. This is distributed at job/career fairs and other community activities. It is also includes our company's EEO policy.	1	Executive Vice President Station Manager

Outreach Initiatives Details

From: Paris-McKenzie, TN

Date: 4/24/2023

Page: 1/3

Outreach Initiatives Details between 4/1/2022 to 3/31/2023

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
1	Ongoing Event	Participation in other activities designed by the station employment unit	1	Jared Mims Lance Pierce	Yes Yes	1.00
Description: Stations broadcast messaging encouraging groups to request Forever Communications, Inc. job vacancy notifications. The process of requesting notifications is detailed in these messages.						
Scope of Participation: Stations broadcast messaging encouraging groups to request Forever Communications, Inc. job vacancy notifications. The process of requesting notifications is detailed in these messages.						
2	09/25/2022	Establishment of training programs for station personnel	5	Lance Pierce April Moore David Jackson Sherry Mustain	Yes No No No	1.00
Description: Annual Sales & Production Retreat - This 2-day event provides training for applicable personnel including managers from all departments as well as sales representatives & production staff.						
Scope of Participation: Annual Sales & Production Retreat - This 2-day event provides training for applicable personnel including managers from all departments as well as sales representatives & production staff.						
3	09/26/2022	Participation in Job Fairs	1	Jared Mims	Yes	.25
Description: Our stations participated in a Virtual Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 9/26/22-9/30/22)						
Scope of Participation: Our stations participated in a Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 9/26/22-9/30/22)						
4	03/20/2023	Establishment of training programs for station personnel	2	Jared Mims Lance Pierce	Yes Yes	1.00
Description: EEO Compliance Training - We covered the following areas of record keeping during our training session:						

Outreach Initiatives Details

From: Paris-McKenzie, TN

Date 4/24/2023

Page 2/3

Outreach Initiatives Details between 4/1/2022 to 3/31/2023

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
		<ul style="list-style-type: none">- Managing outreach agency contact details, including Prong 2 status- Creating job vacancy notices and sending dated copies to outreach agencies- Proof document retention for any agencies you contact separately from B1S- Recording interview details for accurate referral identification- Tracking Prong 3 (Initiative) points- Running EEO reports and discussion of next steps for filing with FCC.gov- Conducting and recording Self Assessments				
		Scope of Participation: EEO Compliance Training - We covered the following areas of record keeping during our training session: <ul style="list-style-type: none">- Managing outreach agency contact details, including Prong 2 status- Creating job vacancy notices and sending dated copies to outreach agencies- Proof document retention for any agencies you contact separately from B1S- Recording interview details for accurate referral identification- Tracking Prong 3 (Initiative) points- Running EEO reports and discussion of next steps for filing with FCC.gov- Conducting and recording Self Assessments				
5	03/24/2023	Establishment of training programs for station personnel	2	Jared Mims Lance Pierce	Yes Yes	1.00

Description:

Contest Rules Webinar - This served as management training for market managers to ensure adherence to FCC guidelines regarding contest rules & execution. Materials reviewed will also better prepare attendees for any future advancement or employment opportunities. Topics covered included:

- FCC guidelines regarding Contest Rules
- Forever contest rules policy
- Prize eligibility
- Mandatory on-air elements
- General contest rules information

Scope of Participation:

Contest Rules Webinar - This served as management training for market managers to ensure adherence to FCC guidelines regarding contest rules & execution. Materials reviewed will also better prepare attendees for any future advancement or employment opportunities. Topics covered included:

- FCC guidelines regarding Contest Rules
- Forever contest rules policy
- Prize eligibility
- Mandatory on-air elements
- General contest rules information

Outreach Initiatives Details

From: Paris-McKenzie, TN

Date: 4/24/2023

Page 3/3

Outreach Initiatives Details between 4/1/2022 to 3/31/2023

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
6	03/27/2023	Participation in Job Fairs	1	Jared Mims	Yes	.25

Description:

Our stations participated in a Virtual Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 3/27/23-3/29/23)

Scope of Participation:

Our stations participated in a Virtual Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 3/27/23-3/29/23)

7	03/29/2023	Participation in other activities designed by the station employment unit	1	Jared Mims Lance Pierce	Yes Yes	1.00
---	------------	---	---	----------------------------	------------	------

Description:

We reviewed and updated the brochure that defines various positions and career opportunities within the industry. This is distributed at job/career fairs and other community activities. It also includes our company's EEO policy.

Scope of Participation:

We reviewed and updated the brochure that defines various positions and career opportunities within the industry. This is distributed at job/career fairs and other community activities. It also includes our company's EEO policy.

Total Points: 5.50

WHNY Recruitment Sources

Arkansas State University
Aggie Road,

Jonesboro
Arkansas -
Phone: 870-972-3025
Contact Name: Tiffany Johnson
Contact Email:
Fax #: 1---

Bethel University
325 Cherry Ave,

McKenzie
Tennessee - 38201
Phone: 731-352-4000
Contact Name: Job Listings
Contact Email: loudens@bethelu.edu

Campbellsville University
1 University Dr,

Campbellsville
Kentucky -
Phone: 270-789-5192
Contact Name: Teresa Elmore
Contact Email:
Fax #: 1---

Centre College
600 West Walnut Street,

Danville
Kentucky -
Phone: (859) 238-5283
Contact Name: Joy Asher
Contact Email:
Fax #: 1---

Dyersburg St Comm College
1510 Lake Road,

Dyersburg
Tennessee - 38024
Phone: 731-286-3200
Contact Name: Larenda Fultz
Contact Email: fultz@dsccl.edu
Fax #: 1---

Freed-Hardeman University
158 East Main Street,

Henderson
Tennessee -
Phone: 800-FHU-FHU1
Contact Name: Amy Sewell
Contact Email:
Fax #: 1---

Jackson State Comm College
2046 North Parkway,

Jackson
Tennessee - 38305
Phone: 731-424-3520
Contact Name: Amy West
Contact Email: careerservices@jssc.edu
Fax #: 1---

Kentucky State University
400 E Main St,

Frankfort
Kentucky -
Phone: 502-597-6700
Contact Name: Chris Cribbs
Contact Email:
Fax #: 1---

Kentucky Wesleyan College
3000 Frederica St,

Owensboro
Kentucky -
Phone: 270-852-3222
Contact Name: Laura Rudolph
Contact Email:
Fax #: 1---

Lane College
545 Lane Avenue,

Jackson
Tennessee -
Phone: 731-426-7500
Contact Name: Lane College Lane College
Contact Email:
Fax #: 1---

Lipscomb University
1 University Park Drive,

Nashville
Tennessee -
Phone: 615-966-1000
Contact Name: Monica Wentworth
Contact Email:
Fax #: 1---

Middle Tennessee State University
1301 East Main Street,

Murfreesboro
Tennessee -
Phone: 615-898-2500
Contact Name: Beka Crocket
Contact Email:
Fax #: 1---

WHNY Recruitment Sources Continued

Murray State University
1375 Chestnut St,

Murray
Kentucky -
Phone: 270-809-3735
Contact Name: Matt Purdy
Contact Email:
Fax #: 1---

RadioNWTN.com facebook
206 N Brewer St,

Paris
Tennessee - 38242
Phone: N/A
Contact Name: Job Listings
Contact Email:
Fax #: 1---

Tennessee Association of Broadcasters
Two International Plaza Dr.,

Nashville
Tennessee - 37217
Phone: 615-365-1840
Contact Name: Brena Heidt
Contact Email:
Fax #: 1---

Tennessee State University
3500 John A Merritt Blvd,

Nashville
Tennessee -
Phone: (615) 963-5981
Contact Name: Angela Davis
Contact Email:
Fax #: 1---

TN College of Applied Tech (Jackson)
2468 Technology Dr,

Jackson
Tennessee - 38301
Phone: 731-424-0691
Contact Name: Job Listings
Contact Email: admissions@tcatjackson.edu
Fax #: 1---

TN College of Applied Tech (McKenzie)
16940 Highland Dr.,

McKenzie
Tennessee - 38201
Phone: 731-352-5364
Contact Name: Job Listings
Contact Email: workforce@tcatmckenzie.edu
Fax #: 1---

TN College of Applied Tech (Paris)
312 South Wilson Street,

Paris
Tennessee - 38242
Phone: 731-644-7365
Contact Name: Job Listings
Contact Email: workforce@tcatparis.edu
Fax #: 1---

Trevecca Nazarene University
333 Murfreesboro Pike,

Nashville
Tennessee -
Phone: (615) 248-1316
Contact Name: Becky Farley
Contact Email:
Fax #: 1---

Union University
1050 Union University Dr,

Jackson
Tennessee -
Phone: 731-661-5421
Contact Name: Stephanie Hawley
Contact Email:
Fax #: 1---

University of Kentucky
Lexington,

Lexington
Kentucky -
Phone: 859-257-2746
Contact Name: Ray Clere
Contact Email:
Fax #: 1---

University of Louisville
Louisville,

Louisville
Kentucky -
Phone: (502) 852-6701
Contact Name: Karen Boston
Contact Email:
Fax #: 1---

University of Memphis
3720 Alumni Ave,

Memphis
Tennessee -
Phone:
Contact Name: Deja B.
Contact Email:
Fax #: 1---

WHNY Recruitment Sources Continued

University of Mississippi
University of Mississippi,

Oxford
Mississippi -
Phone: 662-915-7174
Contact Name: Bailey Bracken
Contact Email:
Fax #: 1---

University of Tennessee-Martin
University St,

Martin
Tennessee -
Phone: 731-881-7712
Contact Name: Katie Mantooth
Contact Email:
Fax #: 1---

WBVR/WUHU/WBGN Internal Posting
1919 Scottsville Road,

Bowling Green
Kentucky - 42104
Phone: 270-753-2400
Contact Name: Lisa Skinner
Contact Email: lskinner@forevercom.com
Fax #: 1---

WCLU/WLLI/WLYE Internal Posting
229 W. Main St.,

Glasgow
Kentucky - 42141
Phone: 270-651-9149
Contact Name: Tammie Haney
Contact Email:
thaney@forevercom.com

WENK/WTPR facebook
206 N Brewer St,

Paris
Tennessee - 38242
Phone: N/A
Contact Name: Job Listings
Contact Email:
Fax #: 1---

WENK/WWGY Internal Posting
1729 Nailling Dr,

Union City
Tennessee - 38261
Phone: 731-885-1240
Contact Name: Wilma Payne
Contact Email: wpayne@forevercom.com
Fax #: 1---

Western Kentucky University
1906 College Heights Blvd,

Bowling Green
Kentucky -
Phone: (270) 745-0111
Contact Name: Adrienne Browning
Contact Email:
Fax #: 1---

WFGS/WNBS/WBZB Internal Posting
1500 Diuguid Road,

Murray
Kentucky - 42071
Phone: 270-753-2400
Contact Name: Risa Lowe
Contact Email: rlowe@forevercom.com
Fax #: 1---

WHNY/WLZK facebook
206 N Brewer St,

Paris
Tennessee - 38242
Phone: N/A
Contact Name: Job Listings
Contact Email:
Fax #: 1---

WOGY/WHHG/WYJJ/WTJF Internal Posting
122 Radio Road,

Jackson
Tennessee - 38301
Phone: 731-427-3316
Contact Name: Roger Vestal
Contact Email: rvestal@forevercom.com
Fax #: 1---

WTPR/WLZK/WHNY/WHDM/WRQR Internal Posting
206 N Brewer St,

Paris
Tennessee - 38242
Phone: 731-644-9455
Contact Name: Lance Pierce
Contact Email: lpierce@forevercom.com
Fax #: 1---

www.AllAccess.com
P.O. Box 6587,

Malibu
California - 90264
Phone: 310-457-6616
Contact Name: Joel Denver
Contact Email:
Fax #: 1---

WHNY Recruitment Sources Continued

www.forevercom.com
122 Radio Road,

Jackson

Tennessee - 38301

Phone: 731-427-3316

Contact Name: Roger Vestal

Contact Email:

Fax #: 1---

Forever Media
 206 N BREWER ST
 Paris, Tennessee 38242
 Phone: (731) 642-7100



FOREVER COMMUNICATIONS, INC.
 1919 Scottsville Road
 Bowling Green, Kentucky 42104

Advertiser: FOREVER COMMUNICATIONS, INC.
 Order #: 442381707012
 Contract #: 300175
 Date Entered: 12/02/2021
 Last Modified: 11/08/2022
 Product: WHNY EEO DISCLAIMER
 Salesperson: House House
 Billing Cycle: Calendar Month
 Estimate #:

Order Date Range: 12/04/2021 through 01/02/2026 (213 weeks)
Media Outlets: WHNY-FM

On-Air Schedule

#	Dates	Station	Time/Program	Len	Mo	Tu	We	Th	Fr	Sa	Su	S/W	Rate	Qty	Total
1	12/04/21-12/31/25	WHNY-FM	06:00AM-10:00AM	30	--	1	--	--	--	1	--	2	0.00	426	0.00
2	12/04/21-12/31/25	WHNY-FM	10:00AM-03:00PM	30	1	--	--	--	--	--	1	2	0.00	426	0.00
3	12/04/21-12/31/25	WHNY-FM	03:00PM-07:00PM	30	--	--	1	--	--	--	--	1	0.00	213	0.00
4	12/04/21-01/02/26	WHNY-FM	07:00PM-12:00AM	30	--	--	--	1	1	--	--	2	0.00	426	0.00

Station Totals

Station	On-Air Count	Digital Count	Web Count	Other Count	Gross Billing	Net Billing
WHNY-FM	1,491	0	0	0	\$0.00	\$0.00
Totals	1,491	0	0	0	\$0.00	\$0.00

Total Charges: \$0.00
Total Net: \$0.00

By signing this contract, I agree to pay the total amount of the contract according to the payment terms set forth by Forever Communications, Inc. In the event of default, and if this account is turned over to attorneys for collection, the undersigned agrees to pay all reasonable attorney's fees, and/or costs of collection, whether or not suit is filed. Forever Communications, Inc. shall prohibit all forms of discrimination in advertising contracts. We do not discriminate on the basis of race, gender or religion regarding advertising practices. Forever Communications, Inc. reserves the right to reject any commercial content that may be deemed inappropriate or contrary to company policy and/or FCC regulations. A 30-day written cancellation is required when applicable.

Accepted for Forever Media

Accepted for advertiser OR agency as agent for the advertiser

 Name Title

 Name Title

COPY

CLIENT: REP:

LENGTH: TITLE:

FOREVER COMMUNICATIONS IS LOOKING FOR ORGANIZATIONS THAT
REGULARLY DISTRIBUTE INFORMATION ABOUT EMPLOYMENT
OPPORTUNITIES TO JOB APPLICANTS OR HAVE JOB APPLICANTS TO
REFER... IF YOUR ORGANIZATION WOULD LIKE TO RECIEVE
NOTIFICATION OF JOB VACANCIES AT OUR STATIONS, PLEASE
NOTIFY FOREVER COMMUNICATIONS AT 206 NORTH BREWER
STREET, PARIS TENNESSEE 38242... OR EMAIL JMIMS AT
FOREVERCOM.COM... OR CALL 731-642-7100...FOREVER
COMMUNICATIONS IS AN EQUAL OPPORTUNITY EMPLOYER, AND
ENCOURAGES FEMALES AND MINORITIES TO APPLY.

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18

:30

:60

AGENDA

Sunday, September 25th

- 4:00pm Check in
- 6:00pm Dinner in main room downstairs
- 6:45pm Welcome and Awards Presentation - The Garden Room
- Welcome to Guests and First Time Attendees - Christine Hillard
- Master of Ceremonies - Jared Mims, Exec. Vice President
- Murray, KY - Tammy Petty, General Manager
- NWTN - Lance Pierce, Station Manager, Becky Gallagher, General Manager
- Jackson, TN - Roger Vestal, General Manager
- Bowling Green, KY - Tammie Haney, General Manager
- Corporate Awards - Christine Hillard, Pres/COO & Jared Mims, Exec. VP
- 8:00pm Music Jam in Cabin 269

Monday, September 26th

- 7:30am Breakfast Buffet - Downstairs Dining Room
- 8:15am Check out
- 8:45am Welcome and Special Guest Introductions
- 8:50am Keynote Speaker - Mr. Donald Alt, Partner "Where we ARE and Where we ARE GOING"
- 9:30am Break
- 9:40am Stupendous, Spectacular, Superb "SPOT SHOW"
- Hosted by:
 - Alan Austin and Dan Jackson, Production Directors - Bowling Green/Glasgow
 - Brandon Brockwell, Production Director - Murray
 - Tim Forrest and Cricket, Production Director/WHHG PD - Jackson, TN
- 10:40am Break
- 10:50am Market Presentations - Part One
 - Bowling Green/Glasgow "Power of Video"
 - presented by Tammie Haney, General Manager
 - Murray "Rebuilding Froggyland - Community is Everything"
 - presented by Tammy Petty, General Manager
- 11:30am Lunch Buffet - Downstairs Dining Room
- 12:30pm Market Presentations - Part Two
 - Jackson - "Project Podcast" - presented by Roger Vestal, General Manager
 - NWTN - "High School Sports - Kids + Pride = Success" presented by Becky Gallagher, NWTN General Manager and Lance Pierce, Station Manager, Paris
- 1:30pm Market Awards - Jared Mims, Exec. VP
- 1:45pm Break
- 2:00pm Success Stories and Door Prizes
- 3:00pm Special Thanks and Head Home!

Congratulations to:

- Becky Gallagher on her promotion to General Manager, NWTN
- Tammy Petty on her promotion to General Manager, Murray, KY
- Tammie Haney on her promotion to General Manager, Bowling Green/Glasgow
- Kirk Patrick on his promotion to Operations Manager, Bowling Green/Glasgow
- Amanda Branstetter on her promotion to Promotions Director, Bowling Green/Glasgow

Welcome to our First Time Attendees

- Becky Gallagher, NWTN General Manager · Jordan Taylor, Sales, NWTN & Jackson
- John Thornton, Programming/Union City · Dean Elliott, Sales/Promotions, Union City
- Sherry Mustain, Traffic Director/Paris · April Moore-Wilson, Sales/Paris
- Cricket, PD WHHG/Jackson · Tony Reed, On-air Talent & Digital Specialist/Jackson
- Lucas Brown, PD WOGY/Jackson · Justin Wright, Programming/Murray
- Risa Lowe, Office Manager and Co-host of Mornings/Murray · Amber Watson, Traffic/Murray
- Amanda Murphy, Assistant Business Manager/Corp · Chantal Honeycutt, Sales/Glasgow
- Brandon Jarrett, Sales/Bowling Green · Allison Edwards, Sales/Bowling Green
- Kevin Alt, Special Guest



**Kenlake State Resort Park
September 25th & 26th, 2022**

THE STARS OF OUR SHOW

Northwest, TN



Jackson, TN



Murray, KY



Bowling Green/Glasgow, KY



Thank you for your Sept 2022 TAB Virtual Job Fair Registration

Lexie Boaz, TAB Member Services Coordinator <Lexie@tabtn.org>
via italia.websitewelcome.com

Sat 9/24/2022 12:12 PM

To: Jared Mims <jmims@forevercom.com>

Jared

Thank you for your September 2022 TAB Virtual Job Fair Registration.

Dates: September 26 - September 30

You will be receiving your scripts soon.

Once you have filled out this form your next step is to post any job openings that you'd like to include at the National Alliance of State Broadcasters Association's www.CareerPage.org

*If you are new to CareerPage.org, simply click on the "Register" link on the home page. Use the access code **3Sdg54** to complete your registration.*

Beginning the Monday of the job fair, your participating stations promote the event and drive visitors to the site. You can link to the site from your website, or send listeners/viewers directly to www.BroadcastersVirtualJobFair.com

We suggest all stations air their promos DURING the week of the job fair September 26-30.

Note: The Association does not require any documentation of this insertion, we only ask that make a good faith effort to air them and help get the word out. The success for this virtual job fair will depend upon you promoting the event.

Thank you and good luck with finding your next big superstar!

If you have any questions or concerns, please contact lexie@tabtn.org.

Have a great day! :)

TAB Virtual Job Fair Commercial Schedule

Forever Media
 206 M BREWER ST
 PARIS, Tennessee 38242
 Phone: (731) -6427



FOREVER COMMUNICATIONS, INC.
 1919 Scottsville Road
 Bowling Green, Kentucky 42104

Advertiser: FOREVER COMMUNICATIONS, INC.
 Order #: 442381707785
 Contract #: 400173
 Date Entered: 09/27/2022
 Last Modified: 11/08/2022
 Product: TAB JOB FAIR SPOT
 Salesperson: House House
 Billing Cycle: Calendar Month
 Estimate #:

Order Date Range: 09/28/2022 through 09/30/2022 (1 weeks)
Media Outlets: WHDM-AM, WHNY-FM, WLZK-FM, WRQR-FM, WTPR-FM

On-Air Schedule

#	Dates	Station	Time/Program	Len	Mo	Tu	We	Th	Fr	Sa	Su	S/W	Rate	Qty	Total
1	09/28/22-09/30/22	WHDM-AM	06:00AM-08:00PM	60	--	--	5	5	5	--	--	15	0.00	15	0.00
2	09/28/22-09/30/22	WHNY-FM	06:00AM-08:00PM	60	--	--	5	5	5	--	--	15	0.00	15	0.00
3	09/28/22-09/30/22	WLZK-FM	06:00AM-08:00PM	60	--	--	5	5	5	--	--	15	0.00	15	0.00
4	09/28/22-09/30/22	WRQR-FM	06:00AM-08:00PM	60	--	--	5	5	5	--	--	15	0.00	15	0.00
5	09/28/22-09/30/22	WTPR-FM	06:00AM-08:00PM	60	--	--	5	5	5	--	--	15	0.00	15	0.00

Station Totals

Station	On-Air Count	Digital Count	Web Count	Other Count	Gross Billing	Net Billing
WHDM-AM	15	0	0	0	\$0.00	\$0.00
WHNY-FM	15	0	0	0	\$0.00	\$0.00
WLZK-FM	15	0	0	0	\$0.00	\$0.00
WRQR-FM	15	0	0	0	\$0.00	\$0.00
WTPR-FM	15	0	0	0	\$0.00	\$0.00
Totals	75	0	0	0	\$0.00	\$0.00

Total Charges: \$0.00
Total Net: \$0.00

Projected Billing By Calendar Month

Month	Year	Gross Billing	Net Billing
September	2022	\$0.00	\$0.00
Totals		\$0.00	\$0.00

Accepted for Forever Media

Accepted for advertiser OR agency as agent for the advertiser

 Name Title

 Name Title

TAB VIRTUAL JOB FAIR RADIO SCRIPT (:60)

9/26/22-9/30/22

IF YOU THINK THE ONLY JOB AT A BROADCAST STATION IS IN FRONT OF A MICROPHONE, YOU'RE MISSING SOME GREAT OPPORTUNITIES! THE BROADCASTING INDUSTRY IN TENNESSEE IS THRIVING AND OFFERS EXCITING CAREER OPPORTUNITIES IN MANY AREAS, INCLUDING ADVERTISING SALES, PROMOTIONS, NEWS, BUSINESS ADMINISTRATION, ENGINEERING AND MORE. LEARN ABOUT THESE CAREER OPPORTUNITIES BY VISITING THE TENNESSEE BROADCASTERS VIRTUAL JOB FAIR GOING ON NOW THROUGH SEPTEMBER 30TH AT BROADCASTERSVIRTUALJOBFAIR.COM. THIS JOB FAIR WILL PROVIDE INFORMATION ABOUT JOBS AVAILABLE IN THE BROADCAST INDUSTRY AS WELL AS SPECIFIC POSITIONS HERE AT FOREVER COMMUNICATIONS. YOU'LL HAVE THE OPPORTUNITY TO APPLY FOR GREAT JOBS ONLINE AND BEGIN YOUR CAREER IN TENNESSEE'S EXCITING BROADCAST INDUSTRY. MINORITIES AND WOMEN ARE STRONGLY ENCOURAGED TO VISIT US. STOP BY THE TENNESSEE'S BROADCASTERS VIRTUAL JOB FAIR BROUGHT TO YOU BY FOREVER COMMUNICATIONS AT WWW.BROADCASTERSVIRTUALJOBFAIR.COM, THAT'S BROADCASTERSVIRTUALJOBFAIR.COM

EEO Compliance Training March 13, 2023**B1S EEO Training Refresher for Forever Comm.**

Terrie Knight Gura <tgura@bc1source.com>

Mon 3/13/2023 11:49 AM

To: Jared Mims <jmims@forevercom.com>

 1 attachments (5 KB)

image001.jpg;

Hi Jared—please forward to all who should attend. Thank you!

Hello!

These are the login details for the Broadcast1Source EEO Administrator Training. Please expect this meeting to last approximately 60 minutes, depending on volume of questions. It will include all the essential functions of our system, including:

- Managing outreach agency details, including Prong 2 (entitled) status
- Creating job vacancy notices and notifying to outreach agencies
- Recording interview details for accurate referral identification
- Tracking Prong 3 (initiative) points
- Running EEO reports and discussion of next steps
- Conducting and recording Self-Assessments

To join this meeting, click on the blue GoTo link below my signature (or in the location line) and follow instructions as prompted on your screen. If you're not using a headset, consider switching to the phone call method of audio, and dial into the call using the number shown with the meeting codes. If you have any questions prior to this meeting, please don't hesitate to contact me directly!

Terrie Gura
Client Services & Integrations Supervisor
(336) 553-0620 x159
www.broadcast1source.com

**B1S EEO Training Refresher for Forever Comm.**

Mar 20, 2023, 3:00 – 4:00 PM (America/New York)

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/368196461>

You can also dial in using your phone.

Access Code: 368-196-461

United States: [+1 \(872\) 240-3311](tel:+18722403311)

Forever Contest Rules Webinar - March 24, 2023**Re: Contest Rules Webinar**

Jared Mims <jmims@forevercom.com>

Fri 3/24/2023 9:46 AM

To: Kirk Patrick <kirk@wuhu107.com>; Bailey Brooks <bbrooks@forevercom.com>; Tammie Haney <thaney@forevercom.com>; Amanda Branstetter <abranstetter@forevercom.com>; Brian Harris <bharris@forevercom.com>; Tammy Petty <tpetty@forevercom.com>; Becky Gallagher <bgallagher@forevercom.com>; Dean Elliott <delliott@forevercom.com>; Lance Pierce <lpierce@forevercom.com>; Roger Vestal <rvestal@forevercom.com>; Luc Brown <lbrown@forevercom.com>; Rose Pettiford <cricket@forevercom.com>; Chris Hillard <chris@forevercom.com>

Cc: Roger Vestal <rogervestal@yahoo.com>

 1 attachments (279 KB)

Forever Communications Contest Rules Webinar.pdf;

Thanks again for your time today! Again, if you have any questions, please call. We don't need any surprises. Today's presentation is attached. Thanks again, and have a great weekend!

Jared-

From: Jared Mims**Sent:** Monday, March 20, 2023 2:33 PM

To: Kirk Patrick <kirk@wuhu107.com>; Bailey Brooks <bbrooks@forevercom.com>; Tammie Haney <thaney@forevercom.com>; Amanda Branstetter <abranstetter@forevercom.com>; Brian Harris <bharris@forevercom.com>; Tammy Petty <tpetty@forevercom.com>; Becky Gallagher <bgallagher@forevercom.com>; Dean Elliott <delliott@forevercom.com>; Lance Pierce <lpierce@forevercom.com>; Roger Vestal <rvestal@forevercom.com>; Luc Brown <lbrown@forevercom.com>; Rose Pettiford <cricket@forevercom.com>; Chris Hillard <chris@forevercom.com>

Cc: Roger Vestal <rogervestal@yahoo.com>**Subject:** Contest Rules Webinar**When:** Friday, March 24, 2023 9:00 AM-9:30 AM.**Where:**

Hello all! It's time for our annual Contest Rules Webinar. Meeting info is below:

<https://us02web.zoom.us/j/8071250472?pwd=bWVFUDd1SDRld0JCWWJhaUhp0djQT09>

Meeting ID: 807 125 0472

Passcode: 6CT2fc

One tap mobile

+13017158592,,8071250472#,,,,*160116# US (Washington DC)

+13052241968,,8071250472#,,,,*160116# US

Dial by your location

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

Broadcasters Virtual Job Fair Registration: Tennessee

broadcom@host.sprhdns.com <broadcom@host.sprhdns.com>

on behalf of

Broadcasters Virtual Job Fair <suzanstrong@nmba.org>

Thu 3/23/2023 3:36 PM

To: Jared Mims <jmims@forevercom.com>

Broadcasters Virtual Job Fair

Thank you for registering to participate in the upcoming Tennessee Broadcasters Virtual Job Fair.

Please add any open job postings to CareerPage.org. *If you need help with your login credentials, [click here](#).*

Be sure to promote the job fair during that week. If you need an example of promotional copy, [click here](#). You can create a general spot (without a date... just "next week") so you can run the same spot every time you participate. Then during the week of your job fair, you can have your on air teams do live reads. Just document how and when you promoted the event and keep that documentation in your EEO file.

During the week you will receive email notifications from each visitor who registers. You are not required to contact those applicants, but you should keep the email in your EEO folder for this outreach effort. However, if you have posted a job for the job fair you might receive an application for that job, **you MUST reply to any emails regarding specific jobs within 24 hours** - even if it's simply to say "Thank you for your information. We will make a determination soon."

If you have any questions, please feel free to [contact Suzan Strong](#) at BroadcastersVirtualJobFair.com or the coordinator at the Tennessee Broadcasters Association.

Sent from [Broadcasters Virtual Job Fair](#)

Forever Media
 206 M BREWER ST
 PARIS, Tennessee 38242
 Phone: (731) -6427



TAB
 2 International Plaza Suite 902
 Nashville, Tennessee 37217

Advertiser: TAB
 Order #: 442381731238
 Contract #: 100714
 Date Entered: 03/22/2023
 Last Modified: 03/22/2023
 Product: JOB FAIR 3/27-3/31
 Salesperson: House House
 Billing Cycle: Calendar Month
 Estimate #:

Order Date Range: 03/27/2023 through 03/31/2023 (1 weeks)
Media Outlets: WHDM-AM, WHNY-FM, WLZK-FM, WRQR-FM, WTPR-FM

On-Air Schedule

#	Dates	Station	Time/Program	Len	Mo	Tu	We	Th	Fr	Sa	Su	S/W	Rate	Qty	Total
1	03/27/23-03/31/23	WHDM-AM	06:00AM-08:00PM	60	10	10	10	10	10	--	--	50	0.00	50	0.00
2	03/27/23-03/31/23	WHNY-FM	06:00AM-08:00PM	60	10	10	10	10	10	--	--	50	0.00	50	0.00
3	03/27/23-03/31/23	WLZK-FM	06:00AM-08:00PM	60	10	10	10	10	10	--	--	50	0.00	50	0.00
4	03/27/23-03/31/23	WRQR-FM	06:00AM-08:00PM	60	10	10	10	10	10	--	--	50	0.00	50	0.00
5	03/27/23-03/31/23	WTPR-FM	06:00AM-08:00PM	60	10	10	10	10	10	--	--	50	0.00	50	0.00

Station Totals

Station	On-Air Count	Digital Count	Web Count	Other Count	Gross Billing	Net Billing
WHDM-AM	50	0	0	0	\$0.00	\$0.00
WHNY-FM	50	0	0	0	\$0.00	\$0.00
WLZK-FM	50	0	0	0	\$0.00	\$0.00
WRQR-FM	50	0	0	0	\$0.00	\$0.00
WTPR-FM	50	0	0	0	\$0.00	\$0.00
Totals	250	0	0	0	\$0.00	\$0.00

Total Charges: \$0.00
Total Net: \$0.00

Projected Billing By Calendar Month

Month	Year	Gross Billing	Net Billing
March	2023	\$0.00	\$0.00
Totals		\$0.00	\$0.00

Accepted for Forever Media

Accepted for advertiser OR agency as agent for the advertiser

 Name Title

 Name Title

TAB VIRTUAL JOB FAIR RADIO SCRIPT (:60)

3/27/23-3/31/23

IF YOU THINK THE ONLY JOB AT A BROADCAST STATION IS IN FRONT OF A MICROPHONE, YOU'RE MISSING SOME GREAT OPPORTUNITIES! THE BROADCASTING INDUSTRY IN TENNESSEE IS THRIVING AND OFFERS EXCITING CAREER OPPORTUNITIES IN MANY AREAS, INCLUDING ADVERTISING SALES, PROMOTIONS, NEWS, BUSINESS ADMINISTRATION, ENGINEERING AND MORE. LEARN ABOUT THESE CAREER OPPORTUNITIES BY VISITING THE TENNESSEE BROADCASTERS VIRTUAL JOB FAIR NOW THROUGH MARCH 31st AT BROADCASTERSVIRTUALJOBFAIR.COM. THIS JOB FAIR WILL PROVIDE INFORMATION ABOUT OPPORTUNITIES AVAILABLE IN THE BROADCAST INDUSTRY AS WELL AS SPECIFIC POSITIONS HERE AT FOREVER COMMUNICATIONS. YOU'LL HAVE THE OPPORTUNITY TO APPLY FOR GREAT JOBS ONLINE AND BEGIN YOUR CAREER IN TENNESSEE'S EXCITING BROADCAST INDUSTRY. MINORITIES AND WOMEN ARE STRONGLY ENCOURAGED TO VISIT US. STOP BY THE TENNESSEE BROADCASTERS JOB FAIR - BROUGHT TO YOU BY **FOREVER COMMUNICATIONS** AT WWW.BROADCASTERSVIRTUALJOBFAIR.COM.

Employment Opportunities Internship Opportunities



From time to time, Forever Communications, Inc. in Paris ,TN has full time openings. Area organizations are invited to contact us to be put on a mailing list for future openings. This includes civic organizations, women's groups, churches and minority organizations. To be put on our mailing list, call us at : 731-642-7100 during regular business hours Monday through Friday or email us at lskinner@forevercom.com

Forever Communications is an equal opportunity employer and makes hiring decisions without regard to race, color, national origin or gender.



206 N. Brewer St.
Paris TN 38242
731.642.7100

Employment Opportunities Internship Opportunities



206 N. Brewer St.
Paris TN 38242
731.642.7100

We are FOREVER COMMUNICATIONS, INC.

Forever Communications, Inc. is a company devoted to operating commercial radio stations in Kentucky and Tennessee. We offer multiple opportunities for advertisers to utilize our over-the-air stations and streaming as well as a full menu of digital marketing products.

Forever Communications, Inc. was founded in 1984 with the first station purchased, WBVR-FM "The Beaver" 96.7 in Bowling Green, KY. The company now consists of 19 different radio brands on 32 frequencies, in 7 different markets: Bowling Green, Glasgow and Murray KY, Jackson, Dyersburg, Union City, and Paris, TN. Our corporate office is located at 1919 Scottsville Rd., Bowling Green, KY.

Our mission at Forever Communications is to serve. We must be good broadcasting citizens, understanding that we are guests in the peoples' homes and cars, that our audiences are families like our own. We must participate in civic activities in our private as well as our public lives. We must promote better health, education, and government and make our community aware of our high standards and desire to be of service.

See details about our stations at the following websites:
Bowling Green-Glasgow, KY www.radiosoky.com
www.wcluradio.com

Murray, KY www.froggy103.com

Jackson, TN – www.radio731.com

Union City/Paris, TN – www.radionwtn.com

Forever Communications is continuing to grow and acquire new stations as opportunities arise. We look forward to presenting employment opportunities to individuals interested in joining our broadcast family.

JOB DESCRIPTIONS

Program Director- This position requires extensive on-air and music scheduling experience. Radio ratings and research experience is also required. The program director is the manager of all the announcers/personalities and handles the hiring and training of the on-air staff.

On-air Announcer/News Director- Depending upon the opening, this position may require either limited or extensive experience. The on-air announcer is the personality for a particular day-part or time period. This individual hosts his/her program and is required to make

live appearances and handle commercial and promotional production duties. On-air announcers operate their own studio equipment. In some stations there are separate News Directors who are responsible for gathering, writing and delivering the news on a daily basis. The News Director reports to the Program Director.

Promotions Director/Assistants- This individual works closely with the Programming Department and the Sales Department. Duties include creating, executing and follow up documentation for all on-air promotions and major contests. Attendance at major on-location events is required.

Production Director/Assistants- The director is responsible for all commercials and promotional announcements for the station. Creativity, superb writing and on-air production experience is required. In most situations, the Production Director is also an on-air personality.

Board Operators- This is a position that normally does not require announcing experience. A board operator is responsible for running the equipment at the station during live broadcasts of sporting events, syndicated music programs, church programs, etc. This is an entry-level, part-time position and is a good launching pad for those hoping to be an on-air announcer.

General Sales Manager- Experience and a proven track record is required to hold this position. The general sales manager is responsible for hiring and training the individual account executives/marketing consultants (sales representatives). This person is also responsible for a station's gross revenue and must be able to create attractive sales presentations and creative sales promotions. He/She must also be able to sell advertising and handle local, regional and national accounts. This person should also have knowledge and experience with radio ratings and research.

Sales Representative- Also known as Account Executive or Marketing Consultant. This position may or may not require prior sales experience. A sales representative is responsible for selling advertising to local and regional businesses. This position most often is compensated with a salary and/or commission. An outgoing personality with a competitive nature is preferred for this position. Sales representatives are given goals that are expected to be met and are continuously trained through in-house programs and outside seminars.

Internship- We have a lot of opportunities for anyone looking to earn college credit, gain valuable work experience and learn more about the radio industry. Interns will have the chance to learn about promotions, programming, production (advertisement & imaging), sales and more! All applicants looking for on-air experience should have a short (2-3 minute) air-check available.

Receptionist- This position varies from station-to-station based on internal operations and the individual's capabilities. It may include everything from answering the phone, greeting listeners and clients, assisting with personnel files, monthly billing and various other duties. Oftentimes, the receptionist may assist the traffic director in entering sales contracts in the computer and learning how to develop a commercial "log". This position may also be combined with the Sales Assistant's position, which includes working with the sales manager and the sales staff.

Traffic Director- A traffic director is a critical position in any radio station. This person is responsible for entering all of the contracts sold by the sales department, generating the monthly billing that is sent out to clients and working with the programming department to create a computerized document that combines the on-air commercials with the music that will be played the following day. This position requires a person with great attention to detail and someone who can work under pressure. The majority of the time is spent on a computer and working with numbers.

Chief Engineer/Technical Assistants- Extensive experience is required for this position. This person is responsible for keeping the radio stations operational. This person must be a certified audio engineer and also have IT experience and on-the-job training. Assistants for this position are most often on-air announcers or board operators with computer or electronic engineering backgrounds. The chief engineer is also required to keep the radio station in technical and reporting compliance with the Federal Communications Commission rules and regulations.

General Manager- Also referred to as Market Manager if multiple stations are under his/her control. This person is the manager of all the other department heads. It is his/her responsibility to protect the FCC license and meet all financial budgets that are outlined by the stockholders. The General Manager is required to have extensive experience in both sales and programming and knowledge of all other areas of operation.

EMPLOYMENT OPPORTUNITY CONTACT:

Please send all resumes and inquiries to our corporate director of human resources, Lisa Skinner, who will forward them to the appropriate individual for consideration.
Mail to: Lisa Skinner, Forever Communications, 1919 Scottsville Road, Bowling Green, KY 42104
Email: lskinner@forevercom.com

Employment opportunities are posted on our websites and inquiries can be made through links on those pages.

WHDM, WHNY, WHNY-FM, WLZK, WRQR, WRQR-FM, WTPR, WTPR-FM**EEO PUBLIC FILE REPORT****April 1, 2021 - March 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
Traffic Director/Office Assistant	1-3	1

WHDM, WHNY, WHNY-FM, WLZK, WRQR, WRQR-FM, WTPR, WTPR-FM

EEO PUBLIC FILE REPORT

April 1, 2021 - March 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
1	WENK/WTPR facebook 206 N Brewer St Paris, Tennessee 38242 Job Listings Manual Posting	N	1
2	WENK/WWGY Internal Posting 1729 Nailling Dr Union City, Tennessee 38261 Phone : 731-885-1240 Email : wpayne@forevercom.com Wilma Payne	N	0
3	WTPR/WLZK/WHNY/WHDM/WRQR Internal Posting 206 N Brewer St Paris, Tennessee 38242 Phone : 731-644-9455 Email : lpierce@forevercom.com Lance Pierce	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			1

At time of the recruitment listed above, this SEU consisted of only 4 employees designating it exempt from reporting.

WHDM, WHNY, WHNY-FM, WLZK, WRQR, WRQR-FM, WTPR, WTPR-FM

EEO PUBLIC FILE REPORT

April 1, 2021 - March 31, 2022

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	Ongoing Event	Establishment of training programs for station personnel	Training-Meeting 1:1 Mentor Sessions for Marketing Consultants - These meetings/training sessions are designed to foster growth for Marketing Consultants as well as to prepare them for any future opportunities. The staff meets weekly to review sales goals, results, products and promotions. Along with reviews, these sessions include training opportunities.	4	General Sales Manager Station Manager Marketing Consultant Marketing Consultant
2	3/10/2022	Participation in other activities designed by the station employment unit	Station representatives met with a representative of Henry County High School to discuss a sports broadcast partnership to include participation from media program students.	2	Executive Vice President Station Manager
3	3/21/2022	Participation in Job Fairs	Our stations participated in a Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 3/21/22-3/25/22)	1	Executive Vice President
4	3/25/2022	Provision of training to management	EEO Compliance Training - We covered the following areas of record keeping during our training session: - Managing outreach agency contact details, including Prong 2 status - Creating job vacancy notices and sending dated copies to outreach agencies - Proof document retention for any agencies you contact separately from B1S - Recording interview details for accurate referral identification - Tracking Prong 3 (Initiative) points - Running EEO reports and discussion of next steps for filing with FCC.gov - Conducting and recording Self Assessments	1	Executive Vice President
5	3/29/2022	Participation in other activities designed by the station employment unit	We reviewed and updated the brochure that defines various positions and career opportunities within the industry. This is distributed at job/career fairs and other community activities. It is also includes our company's EEO policy.	2	Station Manger General Sales Manager

WHDM, WHNY, WHNY-FM, WLZK, WRQR, WRQR-FM, WTPR, WTPR-FM

EEO PUBLIC FILE REPORT

April 1, 2021 - March 31, 2022

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
6	3/29/2022	Establishment of training programs for station personnel	Contest Rules Webinar - This served as management training for market managers to ensure adherence to FCC guidelines regarding contest rules & execution. Materials reviewed will also better prepare attendees for any future advancement or employment opportunities. Topics covered included: <ul style="list-style-type: none"> - FCC guidelines regarding Contest Rules - Forever contest rules policy - Prize eligibility - Mandatory on-air elements - General contest rules information 	1	Station Manger

Job Notification details between 4/1/2021 to 3/31/2022

Traffic Director/Office Assistant (Broadcast1Source tracking number 100783)

No. of Agencies were used: 3

Notification sent to agencies below was identical for Fax and e-mail notifications. A copy of this is shown below:

To

All recruiting agencies listed in the report below

Sent On: 06/02/2021

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

E-Mail: jmims@forevercom.com

Title: Traffic Director/Office Assistant

Experience:

See job details.

Requirements:

See job details.

Description:

Job Notification details between 4/1/2021 to 3/31/2022

Job Description: Our group of radio stations is seeking a reliable, organized Traffic Director/Office Assistant to perform day-to-day operations associated with the needs of our business in Paris TN.

The successful applicant for this position will be expected to have a working knowledge of and demonstrated ability to use all aspects of Microsoft Office products. Must be able to work steadily in a fast-paced environment and quickly adaptable to last-minute changes and needs. Must have a positive attitude, a desire to work as efficiently as possible, a willingness to assist others, and excellent communications skills for dealing with both customers and co-workers.

This job may include some occasional hours outside the normal schedule and weekend work in order to meet necessary deadlines, so schedule flexibility is a must. We're looking for someone who can operate effectively with little to no supervision who can manage and perform multiple tasks at once without becoming overwhelmed.

Job Responsibilities:

- Assisting with the placement of orders into our billing and scheduling systems.
- Assisting with client invoicing.
- Creating needed reports.
- Posting payments.
- Maintaining office records and filing systems.
- Create, edit and update spreadsheets and requested reports.
- Perform other generally expected office duties as needed.
- Occasionally greeting customers/clients in office lobby and attending to their needs.
- Directing customers/clients to their needed contact points.
- Answering phone and directing calls appropriately or handling needs directly. Job

Qualifications: High School diploma or equivalent, Proficient in all Microsoft Office platforms; strong interpersonal communication skills; pleasant, friendly disposition; ability to quickly learn new technology.

Contact: Becky Gallagher, Director of Sales – Forever Communications, Inc.

Apply now: Email – bgallagher@forevercom.com

206 N. Brewer St. Paris TN 38242

Forever Communications is an equal opportunity employer. Forever Communications and its affiliates and their radio stations do not and shall not discriminate, in any way on the basis of race, gender, or ethnicity respecting their employment or advertising practices.

Additional Information:

Contact:

Email - bgallagher@forevercom.com

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

Job Notification details between 4/1/2021 to 3/31/2022

details, please email Jared Mims at jmims@forevercom.com

Notification Date	Agency Name	Prong2	Name	Notification By Fax	Notification By Email
6/2/2021	WENK/WTPR	No	Wilma Payne	1--	wpayne@forevercom.com
6/2/2021	WENK/WTPR facebook	No	Job Listings	1--	By User/Other System
6/2/2021	WTPR/WLZK/WHNY/WHDM/WRQR	No	Lance Pierce	1--	lpierce@forevercom.com

 **WENK/WTPR**
June 7, 2021

Job Description: Our group of radio stations is seeking a reliable, organized Traffic Director/Office Assistant to perform day-to-day operations associated with the needs of our business in Paris TN. The successful applicant for this position will be expected to have a working knowledge of and demonstrated ability to use all aspects of Microsoft Office products.

Must be able to work steadily in a fast-paced environment and quickly adaptable to last-minute changes and needs. Must have a positive attitude, a desire to work as efficiently as possible, a willingness to assist others, and excellent communications skills for dealing with both customers and co-workers. This job may include some occasional hours outside the normal schedule and weekend work in order to meet necessary deadlines, so schedule flexibility is a must. We're looking for someone who can operate effectively with little to no supervision who can manage and perform multiple tasks at once without becoming overwhelmed.

Job Responsibilities: Assisting with the placement of orders into our billing and scheduling systems. Assisting with client invoicing. Creating needed reports. Posting payments. Maintaining office records and filing systems. Create, edit and update spreadsheets and requested reports. Perform other generally expected office duties as needed. Occasionally greeting customers/clients in office lobby and attending to their needs. Directing customers/clients to their needed contact points. Answering phone and directing calls appropriately or handling needs directly.

Job Qualifications: High School diploma or equivalent, Proficient in all Microsoft Office platforms; strong interpersonal communication skills; pleasant, friendly disposition; ability to quickly learn new technology.

Contact: Becky Gallagher, Director of Sales – Forever Communications, Inc.
[Email hidden]
206 N. Brewer St. Paris TN 38242

Forever Communications is an equal opportunity employer. Forever Communications and its affiliates and their radio stations do not and shall not discriminate, in any way on the basis of race, gender, or ethnicity respecting their employment or advertising practices.

Outreach Initiatives Details

From: Paris-McKenzie, TN

Date: 4/24/2023

Page: 1/3

Outreach Initiatives Details between 4/1/2021 to 3/31/2022

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
1	Ongoing Event	Establishment of training programs for station personnel	4	Becky Gallagher Lance Pierce April Moore David Jackson	Yes No No No	1.00
Description: Training-Meeting 1:1 Mentor Sessions for Marketing Consultants - These meetings/training sessions are designed to foster growth for Marketing Consultants as well as to prepare them for any future opportunities. The staff meets weekly to review sales goals, results, products and promotions. Along with reviews, these sessions include training opportunities.						
Scope of Participation: Training-Meeting 1:1 Mentor Sessions for Marketing Consultants - These meetings/training sessions are designed to foster growth for Marketing Consultants as well as to prepare them for any future opportunities. The staff meets weekly to review sales goals, results, products and promotions. Along with reviews, these sessions include training opportunities.						
2	03/10/2022	Participation in other activities designed by the station employment unit	2	Jared Mims Lance Pierce	Yes No	1.00
Description: Station representatives met with a representative of Henry County High School to discuss a sports broadcast partnership to include participation from media program students.						
Scope of Participation: Station representatives met with a representative of Henry County High School to discuss a sports broadcast partnership to include participation from media program students. Station will seek to hire applicable students as part-time employees to help produce broadcasts.						
3	03/21/2022	Participation in Job Fairs	1	Jared Mims	Yes	.25
Description: Our stations participated in a Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 3/21/22-3/25/22)						
Scope of Participation: Our stations participated in a Job Fair hosted by the Tennessee Association of Broadcasters. Applicants were able to apply online through this event. Each of our stations promoted the event on-air and online. (Dates 3/21/22-3/25/22)						
4	03/25/2022	Provision of training to management	1	Jared Mims	Yes	1.00

Outreach Initiatives Details

From: Paris-McKenzie, TN

Date: 4/24/2023

Page: 2/3

Outreach Initiatives Details between 4/1/2021 to 3/31/2022

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
--------	------	---------------	---------------------------------	------------------	----------------------	--------

Description:

EEO Compliance Training - We covered the following areas of record keeping during our training session:

- Managing outreach agency contact details, including Prong 2 status
- Creating job vacancy notices and sending dated copies to outreach agencies
- Proof document retention for any agencies you contact separately from B1S
- Recording interview details for accurate referral identification
- Tracking Prong 3 (Initiative) points
- Running EEO reports and discussion of next steps for filing with FCC.gov
- Conducting and recording Self Assessments

Scope of Participation:

EEO Compliance Training - We covered the following areas of record keeping during our training session:

- Managing outreach agency contact details, including Prong 2 status
- Creating job vacancy notices and sending dated copies to outreach agencies
- Proof document retention for any agencies you contact separately from B1S
- Recording interview details for accurate referral identification
- Tracking Prong 3 (Initiative) points
- Running EEO reports and discussion of next steps for filing with FCC.gov
- Conducting and recording Self Assessments

5	03/29/2022	Participation in other activities designed by the station employment unit	2	Lance Pierce Becky Gallagher	No Yes	1.00
---	------------	---	---	---------------------------------	-----------	------

Description:

We reviewed and updated the brochure that defines various positions and career opportunities within the industry. This is distributed at job/career fairs and other community activities. It is also includes our company's EEO policy.

Scope of Participation:

We reviewed and updated the brochure that defines various positions and career opportunities within the industry. This is distributed at job/career fairs and other community activities. It is also includes our company's EEO policy.

6	03/29/2022	Establishment of training programs for station personnel	1	Lance Pierce	No	1.00
---	------------	--	---	--------------	----	------

Description:

Contest Rules Webinar - This served as management training for market managers to ensure adherence to FCC guidelines regarding contest rules & execution. Materials reviewed will also better prepare attendees for any future advancement or employment opportunities. Topics covered included:

- FCC guidelines regarding Contest Rules
 - Forever contest rules policy
-

Outreach Initiatives Details

From: Paris-McKenzie, TN

Date: 4/24/2023

Page: 3/3

Outreach Initiatives Details between 4/1/2021 to 3/31/2022

Sl.No.	Date	Activity Type	No. Of Stations Participants	Participant Name	Hiring Authority?	Points
--------	------	---------------	---------------------------------	------------------	----------------------	--------

- Prize eligibility
- Mandatory on-air elements
- General contest rules information

Scope of Participation:

Contest Rules Webinar - This served as management training for market managers to ensure adherence to FCC guidelines regarding contest rules & execution. Materials reviewed will also better prepare attendees for any future advancement or employment opportunities. Topics covered included:

- FCC guidelines regarding Contest Rules
- Forever contest rules policy
- Prize eligibility
- Mandatory on-air elements
- General contest rules information

Total Points: 5.25

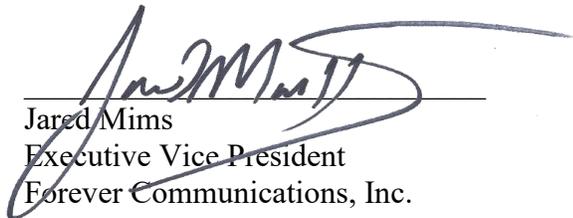
FOREVER COMMUNICATIONS

Notice of Meeting:

March 20, 2021

On March 10, 2021, at 10:00 am, Station Manager Lance Pierce and I met with Henry County High School Athletic Director, Steve Summers. The primary focus of our discussion was to explore the possibility of video streaming for Henry County Football & Basketball.

During the meeting, we had productive talks regarding our intent to collaborate directly with the school's media department and provide students with part-time employment opportunities. We believe that this partnership could be a mutually beneficial arrangement, where students can gain valuable work experience and we can benefit from their skills and talents.



Jared Mims
Executive Vice President
Forever Communications, Inc.

2022 TAB Quarterly Virtual Job Fair / March 21-25

Google Forms <forms-receipts-noreply@google.com>

Wed 3/16/2022 1:38 PM

To: Jared Mims <jmims@forevercom.com>

Google Forms

Thanks for filling out [2022 TAB Quarterly Virtual Job Fair / March 21-25](#)

Here's what was received.

[Edit response](#)

2022 TAB Quarterly Virtual Job Fair / March 21-25

The TAB will be facilitating a quarterly virtual job fair during the week of March 21-25. Please fill out this form if you wish to participate. Once you have filled out this form your next step is to post any job openings that you'd like to include at the National Alliance of State Broadcasters Association's www.CareerPage.org. If you are new to [CareerPage.org](http://www.CareerPage.org), simply click on the "Register" link on the home page. Use the access code 3Sdg54 to complete your registration. Beginning the Monday of the job fair, your participating stations promote the event and drive visitors to the site. You can link to the site from your website, or send listeners/viewers directly to www.BroadcastersVirtualJobFair.com We suggest all stations air their promos DURING the week of the job fair March 21-25. Note: The Association does not require any documentation of this insertion, we only ask that make a good faith effort to air them and help get the word out. The success for this virtual job fair will depend upon you promoting the event. Thank you and good luck on finding your next big superstar! If you have not received the customizable promo scripts, or if you have any questions, please email Lexie at Lexie@tabtn.org and she will get you everything you need.

Email *

jmims@forevercom.com

Please enter the call letters for ALL participating stations. *

WENK, WWGY, WHDM, WRQR, WLZK, WHNY AM/FM, WTPR

Group Owner *

Forever Communications, Inc.

Name of the HIRING AGENT at your station *

Jared Mims

Email address of the HIRING AGENT *

jmims@forevercom.com

Mailing address for ALL stations participating (please list the station call letters next to the address if you have more than one) *

1729 Nailling Dr. Union City TN 38261 (WENK, WWGY) 206 N. Brewer St. Paris TN 38242 (WHDM, WHNY AM/FM, WLZK, WRQR, WTPR)

Short job description or EEO statement *

Forever Communications is an Equal Opportunity Employer.

Please upload ALL participating station's logos *

Submitted files

Image Big Henry Logo - Jared Mims.png



**Tennessee Association
of Broadcasters**

Jared Mims
Forever Communications
206 N. Brewer St.
Paris TN 38242

RE: Tennessee Broadcasters Virtual Job Fair Participation, March 21-25, 2022

March 31, 2022

Dear Jared Mims,

Thank you for participating in the Tennessee Broadcasters Virtual Job Fair the week of March 21, 2022. Your hiring agent of record was Jared Mims and the stations that participated were WHDM, WHNY AM/FM, WLZK, WRQR, WTPR.

This job fair included the posting of Marketing Consultant (Paris).

Please keep this letter for your records.

Thank you again for participating in the Broadcasters Virtual Job Fair.

Best Regards,

Chris Baker, President
Tennessee Association of Broadcasters
Two International Plaza Drive, Suite 902
Nashville, TN 37217

Forever Media
 206 M BREWER ST
 PARIS, Tennessee 38242
 Phone: (731) -6427



FOREVER COMMUNICATIONS PROMO
 DO NOT MAIL
 DO NOT MAIL, KY 42104

Advertiser: FOREVER COMMUNICATIONS PROMO
 Order #: 442381708718
 Contract #: 978
 Date Entered: 03/16/2022
 Last Modified: 11/08/2022
 Product: TAB JOB FAIR
 Salesperson: House House
 Billing Cycle: Calendar Month
 Estimate #:

Order Date Range: 03/18/2022 through 03/25/2022 (2 weeks)
Media Outlets: WHDM-AM, WHNY-FM, WLZK-FM, WRQR-FM, WTPR-FM

On-Air Schedule

#	Dates	Station	Time/Program	Len	Mo	Tu	We	Th	Fr	Sa	Su	S/W	Rate	Qty	Total
1	03/18/22-03/24/22	WHDM-AM	06:00AM-08:00PM	30	8	8	8	8	8	8	8	56	0.00	56	0.00
2	03/25/22-03/25/22	WHDM-AM	06:00AM-12:00PM	30	--	--	--	--	4	--	--	4	0.00	4	0.00
3	03/18/22-03/24/22	WHNY-FM	06:00AM-08:00PM	30	8	8	8	8	8	8	8	56	0.00	56	0.00
4	03/25/22-03/25/22	WHNY-FM	06:00AM-12:00PM	30	--	--	--	--	4	--	--	4	0.00	4	0.00
5	03/18/22-03/24/22	WLZK-FM	06:00AM-08:00PM	30	8	8	8	8	8	8	8	56	0.00	56	0.00
6	03/25/22-03/25/22	WLZK-FM	06:00AM-12:00PM	30	--	--	--	--	4	--	--	4	0.00	4	0.00
7	03/18/22-03/24/22	WRQR-FM	06:00AM-08:00PM	30	8	8	8	8	8	8	8	56	0.00	56	0.00
8	03/25/22-03/25/22	WRQR-FM	06:00AM-12:00PM	30	--	--	--	--	4	--	--	4	0.00	4	0.00
9	03/18/22-03/24/22	WTPR-FM	06:00AM-08:00PM	30	8	8	8	8	8	8	8	56	0.00	56	0.00
10	03/25/22-03/25/22	WTPR-FM	06:00AM-12:00PM	30	--	--	--	--	4	--	--	4	0.00	4	0.00

Station Totals

Station	On-Air Count	Digital Count	Web Count	Other Count	Gross Billing	Net Billing
WHDM-AM	60	0	0	0	\$0.00	\$0.00
WHNY-FM	60	0	0	0	\$0.00	\$0.00
WLZK-FM	60	0	0	0	\$0.00	\$0.00
WRQR-FM	60	0	0	0	\$0.00	\$0.00
WTPR-FM	60	0	0	0	\$0.00	\$0.00
Totals	300	0	0	0	\$0.00	\$0.00

Total Charges: \$0.00
Total Net: \$0.00

Projected Billing By Calendar Month

Month	Year	Gross Billing	Net Billing
March	2022	\$0.00	\$0.00
Totals		\$0.00	\$0.00

Accepted for Forever Media

Accepted for advertiser OR agency as agent for the advertiser

 Name Title

 Name Title

TAB VIRTUAL JOB FAIR RADIO SCRIPT (:60)

3/21/22-3/25/22

BEGIN YOUR EXCITING CAREER IN BROADCASTING TODAY. JOBS IN ADVERTISING SALES, PROMOTIONS, NEWS, BUSINESS ADMINISTRATION, ENGINEERING AND MORE ARE AVAILABLE THROUGHOUT THE STATE. FIND OUT ABOUT CAREER OPPORTUNITIES BY VISITING THE TENNESSEE BROADCASTERS VIRTUAL JOB FAIR AT BROADCASTERSVIRTUALJOBFAIR.COM. GET INFORMATION ABOUT OPPORTUNITIES AVAILABLE IN THE BROADCAST INDUSTRY AS WELL AS SPECIFIC POSITIONS HERE AT FOREVER COMMUNICATIONS . APPLY ONLINE NOW TO BEGIN THE PROCESS OF ESTABLISHING A CAREER IN TENNESSEE'S EXCITING BROADCAST INDUSTRY. MINORITIES AND WOMEN ARE STRONGLY ENCOURAGED TO VISIT - BROUGHT TO YOU BY FOREVER COMMUNICATIONS AT WWW.BROADCASTERSVIRTUALJOBFAIR.COM.

We are FOREVER COMMUNICATIONS, INC.

Forever Communications, Inc. is a company devoted to operating commercial radio stations in Kentucky and Tennessee. We offer multiple opportunities for advertisers to utilize our over-the-air stations and streaming as well as a full menu of digital marketing products products.

Forever Communications, Inc. was founded in 1984 with the first station purchased, WBVR-FM "The Beaver" 96.7 in Bowling Green, KY. The company now consists of 20 different radio stations on 21 frequencies, in 7 different markets: Bowling Green, Glasgow and Murray KY, Jackson, Dyersburg, Union City, and Paris, TN. Our corporate office is located at 1919 Scottsville Rd., Bowling Green, KY.

Our mission at Forever Communications is to serve. We must be good broadcasting citizens, understanding that we are guests in the peoples' homes and cars, that our audiences are families like our own. We must participate in civic activities in our private as well as our public lives. We must promote better health, education, and government and make our community aware of our high standards and desire to be of service.

See details about our stations at the following websites:
Bowling Green-Glasgow, KY www.radiosoky.com
www.wcluradio.com

Murray, KY www.froggy103.com

Jackson, TN – www.radio731.com

Union City/Paris, TN – www.radionwtn.com

Forever Communications is continuing to grow and acquire new stations as opportunities arise. We look forward to presenting employment opportunities to individuals interested in joining our broadcast family.

JOB DESCRIPTIONS

Program Director- This position requires extensive on-air and music scheduling experience. Radio ratings and research experience is also required. The program director is the manager of all the announcers/personalities and handles the hiring and training of the on-air staff.

On-air Announcer/News Director- Depending upon the opening, this position may require either limited or extensive experience. The on-air announcer is the personality for a particular day-part or time period. This individual hosts his/her program and is required to make

live appearances and handle commercial and promotional production duties. On-air announcers operate their own studio equipment. In some stations there are separate News Directors who are responsible for gathering, writing and delivering the news on a daily basis. The News Director reports to the Program Director.

Promotions Director/Assistants- This individual works closely with the Programming Department and the Sales Department. Duties include creating, executing and follow up documentation for all on-air promotions and major contests. Attendance at major on-location events is required.

Production Director/Assistants- The director is responsible for all commercials and promotional announcements for the station. Creativity, superb writing and on-air production experience is required. In most situations, the Production Director is also an on-air personality.

Board Operators- This is a position that normally does not require announcing experience. A board operator is responsible for running the equipment at the station during live broadcasts of sporting events, syndicated music programs, church programs, etc. This is an entry-level, part-time position and is a good launching pad for those hoping to be an on-air announcer.

General Sales Manager- Experience and a proven track record is required to hold this position. The general sales manager is responsible for hiring and training the individual account executives/marketing consultants (sales representatives). This person is also responsible for a station's gross revenue and must be able to create attractive sales presentations and creative sales promotions. He/She must also be able to sell advertising and handle local, regional and national accounts. This person should also have knowledge and experience with radio ratings and research.

Sales Representative- Also known as Account Executive or Marketing Consultant. This position may or may not require prior sales experience. A sales representative is responsible for selling advertising to local and regional businesses. This position most often is compensated with a salary and/or commission. An outgoing personality with a competitive nature is preferred for this position. Sales representatives are given goals that are expected to be met and are continuously trained through in-house programs and outside seminars.

Internship- We have a lot of opportunities for anyone looking to earn college credit, gain valuable work experience and learn more about the radio industry. Interns will have the chance to learn about promotions, programming, production (advertisement & imaging), sales and more! All applicants looking for on-air experience should have a short (2-3 minute) air-check available.

Receptionist- This position varies from station-to-station based on internal operations and the individual's capabilities. It may include everything from answering the phone, greeting listeners and clients, assisting with personnel files, monthly billing and various other duties. Oftentimes, the receptionist may assist the traffic director in entering sales contracts in the computer and learning how to develop a commercial "log". This position may also be combined with the Sales Assistant's position, which includes working with the sales manager and the sales staff.

Traffic Director- A traffic director is a critical position in any radio station. This person is responsible for entering all of the contracts sold by the sales department, generating the monthly billing that is sent out to clients and working with the programming department to create a computerized document that combines the on-air commercials with the music that will be played the following day. This position requires a person with great attention to detail and someone who can work under pressure. The majority of the time is spent on a computer and working with numbers.

Chief Engineer/Technical Assistants- Extensive experience is required for this position. This person is responsible for keeping the radio stations operational. This person must be a certified audio engineer and also have IT experience and on-the-job training. Assistants for this position are most often on-air announcers or board operators with computer or electronic engineering backgrounds. The chief engineer is also required to keep the radio station in technical and reporting compliance with the Federal Communications Commission rules and regulations.

General Manager- Also referred to as Market Manager if multiple stations are under his/her control. This person is the manager of all the other department heads. It is his/her responsibility to protect the FCC license and meet all financial budgets that are outlined by the stockholders. The General Manager is required to have extensive experience in both sales and programming and knowledge of all other areas of operation.

EMPLOYMENT OPPORTUNITY CONTACT:

Please send all resumes and inquiries to our corporate director of human resources, Lisa Skinner, who will forward them to the appropriate individual for consideration. Mail to: Lisa Skinner, Forever Communications, 1919 Scottsville Road, Bowling Green, KY 42104 Email: liskinner@forevercom.com

Employment opportunities are posted on our websites and inquiries can be made through links on those pages.

Employment Opportunities Internship Opportunities



From time to time, Forever Communications, Inc. in Paris ,TN has full time openings. Area organizations are invited to contact us to be put on a mailing list for future openings. This includes civic organizations, women's groups, churches and minority organizations. To be put on our mailing list, call us at : 731-642-7100 during regular business hours Monday through Friday or email us at lskinner@forevercom.com

Forever Communications is an equal opportunity employer and makes hiring decisions without regard to race, color, national origin or gender.



206 N. Brewer St.
Paris TN 38242
731.642.7100

Employment Opportunities Internship Opportunities



206 N. Brewer St.
Paris TN 38242
731.642.7100

EEO Compliance Training completed

Terrie Knight Gura <tgura@bc1source.com>

Mon 3/28/2022 9:19 AM

To: Jared Mims <jmims@forevercom.com>

 1 attachments (7 KB)

Broadcast1Source EEO Compliance Training for Forever Communications Attendees.xls;

Good morning, Jared!

Thanks to you and your management team for your participation Friday in our EEO Administrators' compliance training. To recap, our system provides you full capability for managing your records for EEO reporting and audit response. We covered the following areas of recordkeeping during our training session:

- Managing outreach agency contact details, including Prong 2 status
- Creating job vacancy notices and sending dated copies to outreach agencies
- Proof document retention for any agencies you contact separately from B1S
- Recording interview details for accurate referral identification
- Tracking Prong 3 (Initiative) points
- Running EEO reports and discussion of next steps for filing with FCC.gov
- Conducting and recording Self Assessments

I have attached proof of attendance for Friday's meeting so you have it for your records. If you and your team have any additional questions as you move forward in Broadcast1Source, please don't hesitate to reach out.

Have a great week,

Terrie Knight Gura

Client Services & Integrations Supervisor

(336) 553-0620 x159

tgura@bc1source.com

www.broadcast1source.com



Contest Rules Webinar Follow-up

Jared Mims <jmims@forevercom.com>

Tue 3/29/2022 11:53 AM

To: Tammie Haney <thaney@forevercom.com>; Roger Vestal <rvestal@forevercom.com>; Jon Ingram <jingram@forevercom.com>; Tammy Petty <tpetty@forevercom.com>; Rose Pettiford <cricket@forevercom.com>; Becky Gallagher <bgallagher@forevercom.com>; Chris Hillard <chris@forevercom.com>; Bailey Brooks <bbrooks@forevercom.com>; Kirk Patrick <kirk@wuhu107.com>; Jordan Smith <jsmith@forevercom.com>; Becky Gallagher <bgallagher@forevercom.com>; Lance Pierce <lpierce@forevercom.com>; Luc Brown <lbrown@forevercom.com>; Tony Reed <treed@forevercom.com>

 2 attachments (442 KB)

Forever Communications Contest Rules Webinar.pdf; Prize Winner Event Acknowledgment NWTN.pdf;

Hello all! Thanks again for carving out time for our chat this morning. Again, if you have any questions regarding contest rules or execution, please reach out to me.

Attached to this email you will find:

1. Editable Prize Winner Acknowledgement Form
2. PDF of the Contest Rules Presentation

Thanks again!

Jared Mims

Executive Vice President

Forever Communications

O - 731.427.3316

M - 931-561-3501

Jackson TN | Bowling Green-Glasgow KY | Murray KY | Union City TN | Paris TN

FOREVER
COMMUNICATIONS