

## EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period JANUARY 23, 2023 to JANUARY 22, 2024.

1) Employment Unit: GALAXY SYRACUSE LICENSEE LLC

2) Unit Members (Stations and Communities of License): WTKW(FM) – Bridgeport, NY  
WTKV(FM) – Oswego, NY  
WKRL(FM) - North Syracuse, NY  
WKRH(FM) – Minetto, NY  
WTLA(AM) – North Syracuse, NY  
WSGO(AM) – Oswego, NY  
WZUN(AM) – Sandy Creek, NY  
WZUN(FM) – Phoenix, NY

3) EEO Contact Information for Employment Unit:

Mailing Address: Galaxy Media Partners 235 Walton Street Syracuse, NY 13202	Telephone Number: 315.472.9111
	Contact Person/Title: Michael Lucarelli/Chief Financial Officer
	E-mail Address: <a href="mailto:mlucarelli@galaxymediapartners.com">mlucarelli@galaxymediapartners.com</a>

4) List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit:

<u>Job Title</u>	<u>Recruitment Source Referring Hiree</u>
1) Digital & Media Marketing Specialist 1	Employee Referral
2) Digital & Media Marketing Specialist 2	Indeed
3) Local Sales Manager	Indeed
4) Digital Marketing Director	Indeed

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM), WZUN(FM) are Equal Opportunity Employers.

**5) Recruitment Sources by Vacancy**

**Job Title: Digital & Media Marketing Specialist 1**

**Referral Source of Hire: Employee Referral**

Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	4	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
LinkedIn	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment ( <a href="mailto:careers@galaxymediapartners.com">careers@galaxymediapartners.com</a> )	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	1	No

**Job Title: Digital & Media Marketing Specialist # 2**

**Referral Source of Hire: Indeed**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	6	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	2	No
LinkedIn	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment ( <a href="mailto:careers@galaxymediapartners.com">careers@galaxymediapartners.com</a> )	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	1	No
Employee Referral	Nick Maine	NA	N/A	0	No

WTKW(FM), WTKV(FM), WKRL(FM), WKRH(FM), WTLA(AM), WSGO(AM), WZUN(AM), WZUN(FM) are Equal Opportunity Employers.

**Job Title: Local Sales Manager****Referral Source of Hiree: Indeed**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	5	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	1	No
LinkedIn	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment ( <a href="mailto:careers@galaxymediapartners.com">careers@galaxymediapartners.com</a> )	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	0	No

**Job Title: Digital Marketing Director****Referral Source of Hiree: Indeed**

Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	6433 Champion Grandview Way, Bldg 1, Austin, TX 78750	203-328-2691	4	No
Galaxymediapartners.com	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
LinkedIn	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
On-Air Recruitment ( <a href="mailto:careers@galaxymediapartners.com">careers@galaxymediapartners.com</a> )	Nick Maine	235 Walton St., Syracuse NY 13202	315-472-9111	0	No
Employee Referral	Nick Maine	NA	N/A	1	No

**6) Total # of Interviewees Referred:**

For the period from January 23, 2023 to January 22, 2024 this Employment Unit interviewed **25** interviewees for full-time job vacancies.

**7) Supplemental Recruitment Initiatives:**

**A) Initiative: Internship Program**

Galaxy Syracuse Licensee LLC participates in Internship Programs with local educational institutions. Interns interact with a variety of personnel and departments, including but not limited to Sales, Promotions, Programming, and Traffic. During the period of January 23, 2023 to January 22, 2024 this employment unit hosted 3 interns, 2 from Syracuse University, a local educational institution and 1 from St. John Fisher University in Rochester, NY. Additionally, this employment unit participates in the paid internship program offered by the New York State Broadcasters Association and employed the interns from both Syracuse University and St. John Fisher University through that program.

**B) Initiative: Manager Training**

Galaxy Syracuse Licensee LLC Managers completed EEO Training courses at HRClassroom.com to stay current with methods of ensuring equal employment opportunity and preventing discrimination. Completed courses include, Age Discrimination and Harassment Prevention Training, Building a Drug-Free Workplace, Diversity: Awareness to Action, Ergonomics in the Office, Fair Labor Standards Act (FLSA), Family Educational Rights and Privacy Act (FERPA), IT Security Awareness Training, Respect in the Workplace, Termination of Employees Training, and Workplace Violence Prevention Training. All of these courses were completed between January 23, 2023 and January 22, 2024. The entire Galaxy staff both FT and PT took mandatory training on Sexual Harassment through HR Classroom between October through December of 2023.

**C) Initiative: EEO Outreach**

Stations in the employment unit aired announcements encouraging women, minority, educational, and other employment outreach centers in the community to contact the radio stations to be added to our list of job postings.

WKRL	55	15-second announcements
WTKW	52	15-second announcements
WTLA(AM)	68	15-second announcements
WZUN	52	15-second announcements

**D) Initiative: Participation in Job Fairs**

Attendance at Job Fair: On September 26, 2023, the Galaxy Media Partners employment unit participated in the Fall 2023 Career and Internship Fair at Syracuse University in Syracuse, NY. Management from Sales and Promotions were on site to answer questions and accept resumes for employment and internships, and employees met with students as well.

**E) Initiative: Internet Program**

Galaxy Syracuse Licensee LLC uses its stations' websites and corporate website to provide general information about its job vacancies including what skills and qualifications are needed to fill specific positions.