

**EEO ANNUAL PUBLIC FILE REPORT  
ENTERCOM SEATTLE**

**This report covers full-time vacancy recruitment for the period of November 17, 2017 through September 30, 2018**

|   |   |   |
|---|---|---|
| <b>Employment Unit:</b><br>Entercom License, LLC  | <b>Address:</b><br>Entercom License, LLC<br>800 5 <sup>th</sup> Avenue, Suite 1400<br>Seattle, Washington 98104 | <b>Contact Person/Title:</b><br>Jack Hutchison<br>Vice President/Market Manager |
| <b>Unit Members, Community of License:</b><br>KHTP-FM, Tacoma, WA<br>KISW-FM, Seattle, WA<br>KKWF-FM, Seattle, WA<br>KNDD-FM, Seattle, WA<br>KSWD-FM, Seattle, WA | <b>Telephone Number:</b><br>206-215-9355  | <b>E-mail Address:</b><br>Jack.Hutchison@entercom.com                           |

**1. Full-Time Job Vacancies Filled by the Employment Unit:**

|   | Title and Hire Date          | Recruitment Source Referring Hire | Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List) |
|---|------------------------------|-----------------------------------|--|
| A | Director of Sales            | Industry Referral                 | 1-77   |
| B | Sales Administration Manager | Entercom.com                      | 1-77   |
| C | On Air Personality           | Industry Referral                 | 1-76, 79   |



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|   |                     |                               |          |
|---|---------------------|-------------------------------|----------|
| D | Local Sales Manager | Employee Referral             | 1-77     |
| E | Account Executive   | Entercom.com                  | 1-77     |
| F | On Air Personality  | Country Aircheck              | 1-76     |
| G | Account Executive   | Entercom.com                  | 1-77     |
| H | Producer            | Current Employee<br>(PT – FT) | 1-76     |
| I | Account Executive   | Entercom.com                  | 1-77     |
| J | Account Executive   | Entercom.com                  | 1-77     |
| K | Account Executive   | Entercom.com                  | 1-77     |
| L | Account Executive   | Entercom.com                  | 1-77     |
| M | Account Executive   | Entercom.com                  | 1-77     |
| N | Program Director    | Industry Referral             | 1-76, 79 |



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|   |                        |                               |      |
|---|------------------------|-------------------------------|------|
| O | Promotions Coordinator | Current Employee<br>(PT – FT) | 1-76 |
| P | Sales Manager          | LinkedIn                      | 1-77 |
| Q | Account Executive      | Employee Referral             | 1-77 |
| R | Sales Assistant        | LinkedIn                      | 1-77 |
| S | Sales Assistant        | Entercom.com                  | 1-77 |
| T | On Air Personality     | Entercom.com                  | 1-76 |
| U | Digital Content        | Indeed                        | 1-76 |
| V | Traffic Manager        | Current Employee<br>(PT – FT) | 1-76 |
| W | Account Executive      | Employee Referral             | 1-77 |



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## 2. Recruitment Sources

### OUTREACH ORGANIZATIONS

| #  | Name                | Organization  | Contact Information                           | Did Entercom contact organization to request to send job vacancy information? | Did organization contact Entercom to request job vacancy information? | Total Number of Interviewees Referred |
|----|---------------------|---|---|---|---|---------------------------------------|
| 1  | Human Resources     | Affirmative Action Register                                   | ads@aarjobs.com<br>314-863-2900               | Yes   | No  | 0                                     |
| 2  | Staci Cockrell      | American Broadcasting School                                  | staci@radioschool.com<br>405-672-6511         | Yes   | No  | 0                                     |
| 3  | Career Services     | American School of Broadcasting                               | asbschool@msn.com<br>509-535-1010             | Yes   | No  | 0                                     |
| 4  | Career Development  | Apprenticeship & Non-Traditional Employment for Men and Women | bstatzel@rtc.ctc.edu<br>425-235-2212          | Yes   | No  | 0                                     |
| 5  | Career Center       | Art Institute of Seattle                                      | aisjobs@aii.edu<br>206-239-2292               | Yes   | No  | 0                                     |
| 6  | Shirley Miller      | Bates Technical College                                       | skmiller@bates.ctc.edu<br>253-680-7000        | Yes   | No  | 0                                     |
| 7  | Jane Foster         | Bellevue Community College                                    | jfoster@bcc.ctc.edu<br>425-564-2476           | Yes   | No  | 0                                     |
| 8  | Laurie White        | Career Path Services  | lwhite@careerpathservices.org<br>425-793-5740 | Yes   | No  | 0                                     |
| 9  | Trudy Sorensen      | Cascade People's Center                                       | tsoresnen@lcsnw.org<br>253-591-5400           | Yes   | No  | 0                                     |
| 10 | Kris Stark          | Catholic Community Services                                   | nwejobs@ccsww.org<br>206-328-5696             | Yes   | No  | 0                                     |
| 11 | Career Services     | Central Area Motivation Program                               | gloriag@campseattle.org<br>206-812-4940       | Yes   | No  | 0                                     |
| 12 | Maxine Herbert-Hill | Central Washington University                                 | career@cwu.edu<br>509-963-1921                | Yes   | No  | 0                                     |
| 13 | Kevin Chan          | Chinese Information and Service Center                        | Kevinc@cisc-seattle.org<br>206-839-1022       | Yes   | No  | 0                                     |
| 14 | Career Services     | City University   | alumni@cityu.edu<br>425-709-7607              | Yes   | No  | 0                                     |



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|    |                      |   |   |     |    |   |
|----|----------------------|---|---|-----|----|---|
| 15 | Career Services      | Clark College   | workforce@clark.edu<br>360-699-6398             | Yes | No | 0 |
| 16 | Harry Vye            | Clover Park Technical College                                   | Harry.vye@cptc.edu<br>253-589-5800              | Yes | No | 0 |
| 17 | Pam Morris           | Commission on African American Affairs                          | pmorris@caa.wa.gov<br>360-753-0127              | Yes | No | 0 |
| 18 | Human Resources      | Commission on Asian American Affairs                            | capaa@capaa.wa.gov<br>360-725-5667              | Yes | No | 0 |
| 19 | Job Board            | Commission on Hispanic Affairs                                  | Hispanic@cha.wa.gov<br>360-725-5661             | Yes | No | 0 |
| 20 | Barb Tuininga        | Crossroads Mini City Hall                                       | btuininga@ci.bellevue.wa.us<br>425-452-2800     | Yes | No | 0 |
| 21 | Advisory Center      | Dept. of Army, Fort Lewis Civilian<br>Personnel Advisory Center | jic@lewis.army.mil<br>253-967-5091              | Yes | No | 0 |
| 22 | Lorrie Moe           | Division of Vocational Rehabilitation                           | moel@dshs.wa.gov<br>206-368-4538                | Yes | No | 0 |
| 23 | Community Service    | DSHS/Community Services   | bussepa@dshs.wa.gov<br>800-737-0617             | Yes | No | 0 |
| 24 | Robin Hoffman        | Eastern Washington University Media &<br>Film                   | rhoffman@ewu.edu<br>509-359-6933                | Yes | No | 0 |
| 25 | Career Center        | Edmonds Community College                                       | careeractioncenter@edcc.edu<br>425-401-9710     | Yes | No | 0 |
| 26 | Makitta Gregory      | Elizabeth City State University                                 | mmgregory@mail.ecsu.edu<br>252-335-3287         | Yes | No | 0 |
| 27 | Dr. Rahsaan Harris   | Emma Bowen Foundation   | Rahsaan.harris@corporate.ge.com<br>202-637-4494 | Yes | No | 0 |
| 28 | Steve Laing          | Evergreen State College   | laings@evergreen.edu<br>360-866-6000            | Yes | No | 0 |
| 29 | James Lockhart       | Goodwill Industries Seattle                                     | goodwill@seattlegoodwill.org<br>206-239-1000    | Yes | No | 0 |
| 30 | Richard Corak        | Goodwill Industries Tacoma                                      | rcorak@tacomagoodwill.org<br>800-584-7980       | Yes | No | 0 |
| 31 | Tom Evans Krause     | Green River Community College                                   | tkrause@greenriver.edu<br>253-833-9111          | Yes | No | 0 |
| 32 | Career Opportunities | Hearing Speech & Deafness                                       | ab@hsrc.org<br>206-323-5770                     | Yes | No | 0 |
| 33 | Anna Tensmeyer       | Hispanic American Achievers Program                             | atensmeyer@columbiabasin.edu<br>509-547-2557    | Yes | No | 0 |
| 34 | Career Services      | ITT Technical Institute   | edelaurentis@itt-tech.edu<br>206-244-3300       | Yes | No | 0 |
| 35 | Career Services      | Lower Columbia Community College                                | schapman@lowercolumbia.edu<br>360-442-2331      | Yes | No | 0 |



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|    |                   |  |  |     |    |   |
|----|-------------------|--|--|-----|----|---|
| 36 | Career Services   | Mayor's Office for Seniors                           | Seniors@seattle.gov<br>206-684-0248                          | Yes | No | 0 |
| 37 | Career Services   | Metro Center YMCA                                    | jdonah@seattleyymca.org<br>206-382-5337                      | Yes | No | 0 |
| 38 | Marilyn Harris    | Metropolitan Seattle Urban League                    | mharris@urbanleague.org<br>206-461-3792                      | Yes | No | 0 |
| 39 | Joseph Klemz      | MLK Jr. Family Outreach Center                       | joeo@mlkspokane.org<br>509-455-8722                          | Yes | No | 0 |
| 40 | Steve Allwine     | NATAS Northwest Chapter                              | natas@asi-seattle.net<br>206-575-3444                        | Yes | No | 0 |
| 41 | Ken Lee           | National Association of Asian American Professionals | pr@naaapseattle.org<br>206-448-3853                          | Yes | No | 0 |
| 42 | Joseph Torres     | National Association of Hispanic Journalists         | nahj@nahj.org<br>206-662-7145                                | Yes | No | 0 |
| 43 | Nilda Muhr        | National Hispanic Media Coalition                    | nmuhr@nhmc.org<br>626-792-6462                               | Yes | No | 0 |
| 44 | Career Services   | Naval Station Everett                                | W_CNI_EVRT_NSE-N0-PAO-<br>POCs_US01@navy.mil<br>425-304-5124 | Yes | No | 0 |
| 45 | Career Services   | North Seattle Community College                      | careerservices@sccd.ctc.edu<br>206-527-7656                  | Yes | No | 0 |
| 46 | Joanne Lisosky    | Pacific Lutheran University                          | lisoskjm@plu.edu<br>253-535-7761                             | Yes | No | 0 |
| 47 | C. McKinney       | Puget Sound Radio Broadcasters Association           | cvmckinney@comcast.net<br>253-939-6080                       | Yes | No | 0 |
| 48 | C. Murotani       | Rainier Work Source Affiliate                        | cmurotani@esd.wa.gov<br>206-721-5982                         | Yes | No | 0 |
| 49 | Career Services   | Seattle Central Community College                    | studentjobs@sccd.ctc.edu<br>206-587-5422                     | Yes | No | 0 |
| 50 | Meredith Bane     | Seattle Colleges                                     | Meredith.bane@seattlecolleges.edu<br>206-934-6074            | Yes | No | 0 |
| 51 | Career Services   | Seattle Pacific University                           | cdcjobs@spu.edu<br>206-281-2018                              | Yes | No | 0 |
| 52 | Placement Center  | Seattle University – Albers Placement Center         | Pc-asbe@seattleu.edu<br>206-296-5687                         | Yes | No | 0 |
| 53 | Career Services   | Seattle University                                   | careerservices@seattleu.edu<br>206-296-6000                  | Yes | No | 0 |
| 54 | K. McRea          | Seattle Vocational Institute                         | Kmrae@sccd.ctc.edu<br>206-587-4950                           | Yes | No | 0 |
| 55 | Brian Murphy      | Skagit Valley College                                | Brian.murphy@skagit.edu<br>360-416-7711                      | Yes | No | 0 |
| 56 | Internship Office | South Seattle Community College                      | ssccinternship@sccd.ctc.edu<br>206-764-7935                  | Yes | No | 0 |



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|    |                                      |  |   |     |    |   |
|----|--------------------------------------|--|---|-----|----|---|
| 57 | Ann Adams                            | St. Martin's College                                     | aadams@stmartin.edu<br>360-438-4382                         | Yes | No | 0 |
| 58 | Carmetrus Parker                     | Tacoma Urban League                                      | cparker@thetacomaurbanleague.org<br>253-383-2007            | Yes | No | 0 |
| 59 | Video Production                     | The Art Institute of Seattle – Video Production          | schaabd@aia.edu<br>206-239-2337                             | Yes | No | 0 |
| 60 | Job Board                            | Traffic Directors guild of America                       | tdga@earthlink.net<br>949-429-7063                          | Yes | No | 0 |
| 61 | Academic & Career Advancement Center | University of Puget Sound                                | ces@ups.edu<br>253-879-3250                                 | Yes | No | 0 |
| 62 | Career Center                        | University of Washington                                 | thanrion@uw.edu<br>huskjob@u.washington.edu<br>206-543-9107 | Yes | No | 0 |
| 63 | Career Services                      | Walla Walla College                                      | info@wallawalla.edu<br>509-527-2664                         | Yes | No | 0 |
| 64 | Jeanne Gallo                         | Washington Services for the Blind                        | Jeanne.gallo@dsb.wa.gov<br>206-684-4537                     | Yes | No | 0 |
| 65 | School of Comm Glenn Johnson         | Washington State University                              | communication@wsu.edu<br>509-335-1556                       | Yes | No | 0 |
| 66 | Paula Bouwer                         | Washington Vocational Services                           | pbouwer@wvs.org<br>425-774-3338                             | Yes | No | 0 |
| 67 | Deborah Howell                       | Washington Women's Employment & Education                | deborah@wwee.org<br>253-474-9933                            | Yes | No | 0 |
| 68 | Debbie McFarland                     | Western Washington Indian Employment & Training Programs | debbie@wwietp.org<br>253-879-9066                           | Yes | No | 0 |
| 69 | Effie Eisses<br>Tina Loudon          | Western Washington University                            | Effie.eisses@wwu.edu<br>Tina.loudon@wwu.edu<br>360-650-3240 | Yes | No | 0 |
| 70 | Career Planning                      | Whitworth College  | careerservices@whitworth.edu<br>509-777-1000                | Yes | No | 0 |
| 71 | J. House                             | Work Source Thurston County                              | jhouse@worksourcethurston.org<br>360-704-3600               | Yes | No | 0 |
| 72 | Rolinda Alonzo                       | YWCA Pierce County                                       | ralonzo@ywcapiercecounty.org<br>253-272-4181                | Yes | No | 0 |



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| <b>COMPANY POSTINGS AND WEBSITES</b> |                                |                                     |                               |              |    |
|--------------------------------------|--------------------------------|-------------------------------------|-------------------------------|--------------|----|
| 73                                   | Mandy Goetz & Madison Barnwell | Entercom.com                        | Mandy.goetz@entercom.com      | 610-660-5610 | 51 |
| 74                                   | Madison Barnwell               | In-house postings/Current Employees | Madison.Barnwell@entercom.com | 503.535.0490 | 18 |

| <b>ADVERTISING</b> |                      |  |  |  |   |
|--------------------|----------------------|--|--|--|---|
| 75                 | Radio Advertisements | Entercom Seattle Radio Advertisements<br><i>KISW, KHPT, KKWF, KNDD, KSWD</i> |  |  | 0 |
| 76                 | Indeed               | Indeed.com   |  |  | 5 |
| 77                 | LinkedIn             | LinkedIn.com   |  |  | 9 |
| 78                 | Hawthorne Search     | Howthornesearch.com  |  |  | 2 |
| 79                 | All Access           | Allaccess.com  |  |  | 8 |

| <b>JOB FAIRS</b>                          |  |                            |  |  |   |
|---|--|----------------------------|--|--|---|
| National Career Fair                      |  | Supplemental Initiative #5 |  |  | 0 |
| Diversity Employment Career Fair - Winter |  | Supplemental Initiative #6 |  |  | 0 |
| Entercom Virtual Career Fair              |  | Supplemental Initiative #7 |  |  | 0 |
| Diversity Employment Career Fair - Summer |  | Supplemental Initiative #8 |  |  | 0 |

| <b>OTHER SOURCES</b> |  |  |  |  |    |
|----------------------|--|--|--|--|----|
| Industry Referral    |  |  |  |  | 26 |
| Employee Referral    |  |  |  |  | 17 |
| Country Aircheck     |  |  |  |  | 1  |



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### 3. Supplemental Recruitment Initiatives.

| Initiatives |  | Date                             | Location                              | Description   | Titles of Employees Involved  |
|-------------|--|----------------------------------|---------------------------------------|---|---|
| 1           | Internship Program                                       | Periodically throughout the year | Entercom Seattle                      | Entercom Seattle offers internships at the radio stations in our Promotions, Programming, and accounting departments. Interns must be college students and receive college credit for the internships. The Promotions Directors and the Programming Directors oversee the internships to evaluate the interns and ensure they are receiving information and education. Internships are ongoing throughout the year. | Program Director<br>Promotions Director<br>Human Resources  |
| 2           | Job Shadow Program                                       | Periodically throughout the year | Entercom Portland                     | Entercom Portland offers job shadows at the radio stations in our Promotions, Sales and Programming departments. These one day job shadows are for high school and college students and who are receiving school credit for attending. The students shadow our employees throughout the day to learn about jobs in radio.   | Director of Programming<br>Promotions Director<br>Human Resources<br>Director of Sales                          |
| 3           | On-Air EEO Policy and Invitation to Receive Job Openings | Periodically throughout the year | Entercom Seattle                      | Entercom Seattle airs recruitment advertisements on all stations, seeking applicants across all departments. Advertisements inform the Seattle area of Entercom's EOE policy and invite all organizations to be a part of our recruitment process.  | Program Director<br>Assistant Controller<br>Air-Talent<br>Production<br>Traffic Coordinators<br>Human Resources |
| 4           | Manager EEO Training                                     | Periodically throughout the year | Entercom Seattle                      | Managers are trained regarding EEO compliance rules, and are given forms and policy memos. All Department heads are expected to adhere to the EEO rules and complete all necessary EEO paperwork for each new hire.   | EEO Administrator/HR<br>Department Heads  |
| 5           | National Career Fair                                     | December 12, 2017                | Hilton Seattle Airport<br>Seattle, WA | Entercom Seattle representatives attended the National Career Fair. They met with hundreds of attendees. Entercom representatives handed out information about available job openings. They also collected resumes from potential candidates and answered questions about careers in radio and opportunities at Entercom.   | Director of Promotions<br>Promotions Assistants   |
| 6           | Diversity Employment Career Fair                         | January 17, 2018                 | Seattle Center<br>Seattle, WA         | Entercom Seattle representatives attended the Diversity Employment Job Fair. They met with hundreds of attendees, including college students. Entercom representatives handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.                 | Director of Promotions<br>Promotions Assistants   |



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|   |                                  |                       |                               |   |  |
|---|----------------------------------|-----------------------|-------------------------------|---|--|
| 7 | Entercom Virtual Career Fair     | February & March 2018 | Virtualcareerfair.com         | Entercom Seattle participated in the 1 <sup>st</sup> annual Entercom Virtual Career fair. Entercom Markets and their clients throughout the country were able to submit open positions for hire and job seekers could search for jobs based on location. Through this site job seekers could submit cover letters, resumes and chat with hiring managers about open positions. Hiring managers and job seekers participated in phone screenings and interviews through the website. | Director of Sales<br>Sales Managers<br>Account Executives<br>Sales Assistants<br>Human Resources |
| 8 | Diversity Employment Career Fair | July 18, 2018         | Seattle Center<br>Seattle, WA | Entercom Seattle representatives attended the Diversity Employment Job Fair. They met with hundreds of attendees, including college students. Entercom representatives handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.   | Director of Promotions<br>Promotions Assistants  |
| 9 | EEO Breakfast                    | September 27, 2018    | Entercom Seattle Offices      | Entercom Seattle hosted a breakfast for our Recruitment Source contacts. The HR Assistant discussed opportunities available and provided an overview on their specific departments. A station tour was provided. Recruitment Sources were strongly encouraged to refer candidates for our open positions.   | Human Resources Assistant  |



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