

**ADAMS RADIO OF TALLAHASSEE**  
**WHTF-FM,WQTL-FM,WVOF-FM, WXTY-FM**  
**ANNUAL EEO PUBLIC FILE REPORT**  
**OCTOBER 1, 2020– SEPTEMBER 30, 2021**  
**THIS UNIT HAS MORE THAN 11 EMPLOYEES**

**I. VACANCY LIST**

**See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data**

<b>Job Title</b>	<b>Recruitment Sources (“RS”) Used to Vacancy</b>	<b>Number of Interviewee’s</b>	<b>RS Referring Hiree</b>
OPS MANAGER - ***	14	1	14
ACCOUNT EXECUTIVE (2)	1,4,7,17,18	2	4,18
ACCOUNT EXECUTIVE	1,7,4	1	4
PROGRAM DIRECTOR	1	1	1
*** EXIGENT CIRCUMSTANCES	Ops mgr left – needed position filled		
Total Interview’s		5	

## ADAMS RADIO OF TALLAHASSEE

WHTF-FM,WQTL-FM,WVOF-FM, WXTY-FM

### II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Has Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
1	All Access 28955 Pacific Coast Highway Suite 210 Malibu, CA 90265 310-457-6616 <a href="http://www.allaccess.com">www.allaccess.com</a>	N	1
2	Client Referrals	N	0
3	Country Aircheck 914 18th Ave. S. Second Floor Nashville, TN 37212 615-320-1450 <a href="mailto:news@countryaircheck.com">news@countryaircheck.com</a> <a href="http://www.countryaircheck.com">www.countryaircheck.com</a>	N	0
4	Employee Referral	N	2
5	Florida A&M University Christopher Anderson 1601 S Martin Luther King Jr. Blvd Tallahassee, FL 32301 850-599-3000 <a href="http://www.joinhandshake.com">www.joinhandshake.com</a>	N	0
6	Florida State University 600 W College Ave Tallahassee, FL 32306 850-644-2525 <a href="http://www.joinhandshake.com">www.joinhandshake.com</a>	N	0

RS Number	RS Information	Has Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
7	Indeed 470 W. Ave. Stamford, CT 06902 203-564-2418 <a href="http://www.indeed.com">www.indeed.com</a>	N	0
8	Inside Radio.com PO Box 567925 Atlanta, GA 31156 800-248-4242 contact@insideradio.com	N	0
9	Linked In Network (Job Board Posting) 2029 Stierlin Ct. Mountain View, CA 94043 650-687-3600 <a href="http://www.linkedin.com">www.linkedin.com</a>	N	0
10	Non-Employee Referral/Industry Peer	N	0
11	Station Website Posting WHTF-FM, WQTL-FM, WWOV-FM, WXTY-FM	N	0
12	Tallahassee Community College Catie Goodman 444 Appleyard Dr Tallahassee, FL 32304 850-201-8281 <a href="http://www.tcc-csm.symplicity.com">www.tcc-csm.symplicity.com</a>	N	0
13	Traffic Directors Guild of America 26000 Avenida Aeropuerto Bldg 114 San Juan Capistrano, CA 60342 949-429-7063 <a href="mailto:tdga@cox.net">tdga@cox.net</a>	N	0
14	Walk-In/Self-Referral	N	1
15	Zip Recruiter 800-557-9015 <a href="http://www.ziprecruiter.com">www.ziprecruiter.com</a>	N	0

RS Number	RS Information	Has Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
16	MediaRecruiter.com 9457 So. University Blvd. #303 Highlands Ranch, CO 80126 303-400-5150 (Office) Art Scott Art@MediaRecruiter.com	N	0
17	On Air Announcements WHTF-FM, WQTL-FM, WWOV-FM, WXTY-FM	N	0
18	Promotion from within	N	1

WHTF-FM, WQTL-FM, WWOV-FM, WXTY-FM

ANNUAL EEO PUBLIC FILE REPORT

October 1, 2020 – September 30, 2021

III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Training Program - Sales	Throughout the period the SEU has established training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions, • Sales Training – New Marketing Consultants were trained via webinar in RAB.
2	Training Program – Sexual Harassment	Our SEU required all employees to take and pass an annual webinar training class on how to prevent harassment within our stations. The course dealt with job and sexual harassment and its prevention
3	Training Program – Diversity in the Workplace	Our SEU required all employees to take and pass an annual webinar training class on Diversity. The course dealt with diversity of Race, Gender, and Sexual Orientation discrimination.
4	Internship Program – Combination of Sales and Production	Dec 2020 Throughout the reporting period, our SEU hosted one Marketing Internship Program a current Florida State University student to the different facets of our sales department. Our intern worked inside our sales department alongside seasoned Marketing Consultants, learning the process of brainstorming for original ideas, planning and execution of ideas, including customer participation and sponsorships. Our intern shadowed our Marketing Consultants on customer calls and script writing for commercial airtime air production and voicing commercial ads. • September 2020 – Florida State University. Intern eventually was offered full time on air/sales position.
5	Side note	Due to current pandemic, SEU is working diligently to continue with all recruitment initiatives.

6	Internship Program – Programming	Throughout the reporting period, our SEU hosted one Programming Internship to a current High School student from Community Leadership Academy to the learn all aspects of programming, on-air to music research. Our intern began September 2021 and will continue through the school year.
7	Training – Ethics in Action	Our SEU required all employees to take and pass an annual webinar training on Ethics.