

# EEO ANNUAL REPORT

## SUMMITMEDIA, LLC GREENVILLE

WJMZ-FM, WHZT (FM), WJMZ HD-2, WJMZ HD-3

WJMZ-FM, Anderson, South Carolina / WHZT (FM), Seneca, South Carolina

AUGUST 1, 2015 - JULY 31, 2016

### Full Time Vacancy Positions Filled

Full-Time Positions(s)	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy	Number Interviewed	Number Hired
	Account Executive	8/1/2015	12/8/2014	SummitMedia Website	0	0
				1073jamz.com	0	0
				Hot98.1.com	0	0
				977chuckfm.com	0	0
				X985.com	0	0
				Internal Posting	0	0
				Employee Referral	0	0
				Walkin/Self Referral	0	0
				Indeed.com	0	0
				Allaccess.com	0	0
				LinkedIn.com	0	0
				SCBA.net	0	0
				Furman	0	0
				Clemson University	0	0
				Clemson University Alumni	0	0
				Facebook	0	0
				Jobs spider.com	0	0
2	Promotions Coordinator	10/15/2014	12/8/2014	USC Upstate	0	0
				Greenville Tech	0	0
				Urban League	0	0
					0	0
				SummitMedia Website	0	0
				1073jamz.com	0	0
				Hot98.1.com	0	0
				977chuckfm.com	0	0
				X985.com	0	0
				Internal Posting	0	0
				Employee Referral	0	0
				Walkin/Self Referral	0	0
				Indeed.com	0	0
				Allaccess.com	0	0
				LinkedIn.com	0	0
				SCBA.net	0	0

Furman	0	0
Clemson University	0	0
Clemson University Alumni	0	0
Facebook	0	0
Jobs spider.com	0	0
USC Upstate	0	0
Greenville Tech	0	0
Urban League	0	0

3	IT Technician		
	SummitMedia Website	0	0
	1073jamz.com	0	0
	Hot98.1com	0	0
	977chuckfm.com	0	0
	X985.com	0	0
	Internal Posting	0	0
	Employee Referral	0	0
	Walkin/Self Referral	0	0
	indeed.com	0	0
	Allaccess.com	0	0
	Linkedin.com	0	0
	SCBA.net	0	0
	Furman	0	0
	Clemson University	0	0
	Clemson University Alumni	0	0
	Facebook	0	0
	Jobs spider.com	0	0
	USC Upstate	0	0
	Greenville Tech	0	0
	Urban League	0	0

4	Senior Account Executive		
	SummitMedia Website	1	0
	1073jamz.com	0	0
	Hot98.1com	0	0
	977chuckfm.com	0	0
	X985.com	0	0
	Internal Posting	2	1
	Employee Referral	0	0
	Walkin/Self Referral	1	0
	indeed.com	10	0
	Allaccess.com	2	0
	Linkedin.com	0	0
	SCBA.net	0	0
	Furman	0	0
	Clemson University	0	0
	Clemson University Alumni	0	0
	Facebook	0	0
	Jobs spider.com	0	0

USC Upstate	0	0
Greenville Tech	0	0
Urban League	0	0





Information Regarding Recruitment Sources Contacted for Full-Time Vacancies

POSITION TITLE: ACCOUNT EXECUTIVE  
8/1/2014

DATE OPEN:

No.	Recruitment Source	Contact	Total Interviewed	Eligible to Notification
1	Summit Media Website www.summitmediacorp.com	Megan Downey (864) 235-1073		N
2	1073jamz.com Address: http://1073jamz.com/	Megan Downey (864) 235-1073	0	N
3	HOT981.com Address: http://ho981.com/	Megan Downey (864) 235-1073	0	N
4	977chuckm.com Address: http://977chuckm.com/	Megan Downey (864) 235-1073	0	N
5	X98.5.com Address: http://X985fm.com/	Megan Downey (864) 235-1073	0	N
6	Internal Posting 220 N. Main St., Ste. 402, Greenville, SC 29601	Megan Downey (864) 235-1073	0	N
7	Employee Referral 220 N. Main St., Ste. 402, Greenville, SC 29601	Megan Downey (864) 235-1073	0	N
8	Walker/Self Referral 220 N. Main St., Ste. 402, Greenville, SC 29601	Megan Downey (864) 235-1073	0	N
9	Indeed.com www.indeed.com	Megan Downey (864) 235-1073	0	N
10	All Access http://www.allaccess.com/	Megan Downey (864) 235-1073	0	N
11	LinkedIn.com LinkedIn.com	Megan Downey (864) 235-1073	0	N
12	South Carolina Broadcasters Association One Harrison Way, Columbia, SC 29212	Shari White (803) 732-1186	0	N
13	Furman University furman.edu	Megan Downey (864) 235-1073	0	N

14	Clemson University	Megan Downey			
	<a href="http://career.clemson.edu/od/clemsonjoblink/">http://career.clemson.edu/od/clemsonjoblink/</a>	(864) 235-1073	0		N

15	Clemson University Alumni	Megan Downey			
	<a href="mailto:clemson.edu/alumni">clemson.edu/alumni</a>	(864) 235-1073	0		N

16	Facebook.com	Megan Downey			
	<a href="https://www.facebook.com/SummitMediaGreenville">facebook.com/SummitMediaGreenville</a>	(864) 235-1073	3		N

17	jobs spider.com	Megan Downey			
	<a href="http://jobs.spider.com">jobs spider.com</a>	(864) 235-1073	0		N

18	USCUpstate	Megan Downey			
	<a href="https://uscupstate.edu/">https://uscupstate.edu/</a>	(864) 235-1073	0		N

19	Greenville Technical College	Megan Downey			
	<a href="http://www.gvltcc.edu/index.aspx">http://www.gvltcc.edu/index.aspx</a>	(864) 235-1073	0		N

20	Urban League	Megan Downey			
	<a href="http://urbanleagueupstate.org/">http://urbanleagueupstate.org/</a>	(864) 235-1073	0		N

Information Regarding Recruitment Sources Contacted for Full-Time Vacancies

POSITION TITLE: Promotions Coordinator  
10/15/2014

DATE OPEN:

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
1	Summit Media Website www.summitmediacorp.com	Megan Downey (864) 235-1073	1	Y
2	1073iamz.com Address: http://1073iamz.com/	Megan Downey (864) 235-1073	0	N
3	HOT981.com Address: http://hot981.com/	Megan Downey (864) 235-1073	0	N
4	977chuckfm.com Address: http://977chuckfm.com/	Megan Downey (864) 235-1073	0	N
5	X98.5.com Address: http://X985fm.com/	Megan Downey (864) 235-1073	0	N
6	Internal Posting 220 N. Main St., Ste. 402, Greenville, SC 29601	Megan Downey (864) 235-1073	2	Y
7	Employee Referral 220 N. Main St., Ste. 402, Greenville, SC 29601	Megan Downey (864) 235-1073	0	N
8	Walkin/Self Referral 220 N. Main St., Ste. 402, Greenville, SC 29601	Megan Downey (864) 235-1073	1	Y
9	Indeed.com www.indeed.com	Megan Downey (864) 235-1073	10	Y
10	All Access http://www.allaccess.com/	Megan Downey (864) 235-1073	2	Y
11	LinkedIn.com LinkedIn.com	Megan Downey (864) 235-1073	0	N
12	South Carolina Broadcaster's Association One Harrison Way, Columbia, SC 29212	Shanti White (803) 732-1186	0	N
13	Furman University furman.edu	Megan Downey (864) 235-1073	0	N



14	Clemson University <a href="http://career.clemson.edu/oc/clemsonjoblink/">http://career.clemson.edu/oc/clemsonjoblink/</a>	Megan Downey (864) 235-1073		0		N
15	Clemson University Alumni <a href="http://clemson.edu/alumni">clemson.edu/alumni</a>	Megan Downey (864) 235-1073		0		N
16	Facebook.com <a href="https://www.facebook.com/SummitMediaGreenville">facebook.com/SummitMediaGreenville</a>	Megan Downey (864) 235-1073		3		N
17	jobs spider.com <a href="http://jobs.spider.com">jobs spider.com</a>	Megan Downey (864) 235-1073		0		N
18	USCUpstate <a href="https://uscupstate.edu/">https://uscupstate.edu/</a>	Megan Downey (864) 235-1073		0		N
19	Greenville Technical College <a href="http://www.gvltcc.edu/index.aspx">http://www.gvltcc.edu/index.aspx</a>	Megan Downey (864) 235-1073		0		N
20	Urban League <a href="http://urbanleagueupstate.org/">http://urbanleagueupstate.org/</a>	Megan Downey (864) 235-1073		0		N

Longer-Term Recruitment Initiatives Implemented During Previous Year

No.	Date	Initiative	Description	Scope of Involvement
1	8/1/2013 - Ongoing	College Internship Program	Integrates students into a corporate working environment and exposes them to the inner workings of various departments for all stations	Recruit interns from area colleges with an interest in marketing, public relations, business administration, broadcasting and communications. SummitMedia hosted one programming interns in our sales, promotions, programming and research departments from Summer '13 through Summer '14
2	8/8/14	External Job Fairs	Urban League	SummitMedia Greenville participated the Fall 2013 Urban League Career Fair in an effort recruit positions for Account Managers, PT On Air Personality, Promotions Coordinator, Promotions Assistant, and IT position





Personnel Involved	
Carolyn Mulvaney, Sara Polk,	
Catherine Tolbert, Megan Downey, Kathryn Lee Jones, Mark Stands, Kelly McDaniel, Phillip Simmons	



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**COMPANY WEBSITES AND POSTINGS**

1	Kori White	SummitMedia Corporate Website	<a href="http://www.summitmediacorp.com/employment.html">http://www.summitmediacorp.com/employment.html</a>	phone number needed
2	Bethany Winner	SummitMedia Station Websites	<a href="http://www.summitmediacorp.com/employment.html">http://www.summitmediacorp.com/employment.html</a>	864-235-1073
3	Catherine Tolbert	Current Employees/Interns - Internal postings on Company Bulletin Boards/Email to All Greenville Users	greenville.users@summitmediacorp.com	864-235-1073

IN PROGRESS

No.	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1	8/1/2015 - Ongoing	College Internship Program	Integrates students into a corporate working environment and exposes them to the inner workings of various departments for all stations	Recruit interns from area colleges with an interest in marketing, public relations, business administration, broadcasting and communications. SummitMedia hosted hosted one programming interns in our sales, promotions, programming and research departments from Summer '15 through Summer '16	Karolyn Muivaney, Sara Polk,
2	8/1/2015 - Ongoing	Training Programs	1. Communicating Styles Technology by Dr. Paul P. Mok 2) Capacity Builders	1.) SummitMedia - Communicating Styles Technology by Dr. Paul P. Mok program to enable employees to enhance their communication skills. 2) Capacity Builders builds upon leadership and networking skills	Karolyn Muivaney, Kathy Lee Jones
4	3/23/16	External Job Fairs	USC Upstate	SummitMedia Greenville attended the USCUpstate Summer Career Fair	Catherine Tolbert & Stephanie Crunkleton
4	4/5/16	External Job Fairs	Greenville Tech	SummitMedia Greenville Technical College Career Fair	Catherine Tolbert & Stephanie Crunkleton
4	4/6/16	External Job Fairs	SCBA FAIR	SummitMedia Greenville attended the Annual SCBA Job Fair	Catherine Tolbert & Stephanie Crunkleton
4	4/21/16	Diversity & Inclusion Training	Greenville Chamber of Commerce ACE Leadership Symposium	Sponsor of event. Attended training by Diversity & Inclusion experts where we were able to examine strategies for building diversity in key leadership positions by advocating the advancement of underrepresented populations into leadership positions.	Karolyn Muivaney, Catherine Tolbert, Kathy Lee Jones, Beth Bales, Jeff Gerber, Marlon Latta, Rhonda Rawlings, Timmie Hardwick

5	8/1/2015 - Ongoing	Job Shadowing Program	Various Middle and High Schools	Middle school and high school students enrolled in career programs at their respective schools spend a day at SummitMedia Greenville observing how different department operate and interact at a radio station. The students rotate throughout different departments during the day.	Tone Hollywood & Kelly Mac
6	8/1/2015 - Ongoing	Middle School Career Days	Various Middle and High Schools	SummitMedia Greenville employees attend elementary and middle school career days to answer students questions about the broadcasting industry.	Vicky James, Tone Hollywood, Kelly Mac, Barbie T, Nate Cox

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