

March 18, 2020

Via Electronic Filing

Investigations & Hearing Division
Enforcement Bureau
Federal Communications Commission
445 12th Street, S.W.
Washington, DC 20554

**Re: River Radio Ministries
WZCP(FM), Chillicothe, Ohio
Facility Id. No. 74298
Response to EEO Audit Letter dated February 6, 2020**

Dear Sir or Madam:

River Radio Ministries ("River Radio"), the licensee of FM Radio Broadcast Station WZCP, Chillicothe, Ohio, Facility Id. No 74298 (the "Unit"), hereby submits this letter in response to the FCC's letter of February 6, 2020 requesting information on the Equal Employment Opportunity ("EEO") program for the Unit (the "Audit Letter").¹ The Unit has more than five full-time employees and is not brokered by another company. Accordingly, this letter provides River Radio's response to Question 3 of the Audit Letter. Unless otherwise indicated, the responses are numbered according to the questions in the Audit Letter.

3(a) Copies of the Unit's two most recent EEO public file reports, described in Section 73.2080(c)(6)

Copies of the 2018 and 2019 EEO public file reports for the Unit are attached as Exhibit 2. The most recent EEO public file report was placed in the local public inspection file for WZCP and posted on the station's web site <https://893theriver.com>.²

¹ The Audit Letter requires the filing of a response with the Commission by March 23, 2020. Thus, this response is timely filed. A copy of the Audit Letter is attached as Exhibit 1.

² Three other stations are licensed to River Radio and comprise the Unit: (1) WCVO(FM), Gahanna, Ohio, Facility Id. No. 11138; (2) WFCO(FM), Lancaster, Ohio, Facility Id. No. 35478; and (3) WZNP(FM), Newark, Ohio, Facility Id. No. 89343. The current EEO public file report for the Unit may be found directly at <https://893theriver.com>.

- 3(b) *For each of the Unit's full-time positions filled during the period covered by the above EEO public file reports, or since your acquisition of the Station, if after that period, dated copies of all advertisements, bulletins, letters, faxes, e-mails, or other communications announcing the position, as described in Section 73.2080(c)(5)(iii)*

Copies of the requested materials for the 2018 and 2019 EEO public file reports and supporting documentation are contained in Exhibit 3.³ It is River Radio's practice to post all full-time job vacancies to all individuals, organizations and institutions listed on the Unit's EEO Recruiter List.

- 3(c) *In accordance with Section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all full-time Unit vacancies filled during the period covered by the above-noted EEO public file reports*

The 2018 and 2019 EEO public file reports submitted with this response contain a list of the full-time jobs filled by the Unit during that year, identified by job title and listing the referral source for each interviewee.

- 3(d) *Documentation of the Unit's recruitment initiatives described in Section 73.2080(c)(2) during the periods covered by the above-noted EEO public file reports, such as participation at job fairs, mentoring programs and training for staff. Specify the Unit personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the Unit and whether your market has 250,000 people or more. Based upon these two factors, determine and state whether the Unit is required to perform two or more initiatives within a two-year period*

The Unit is part of the Columbus, Ohio market with a population above 250,000 persons.⁴ Section 73.2080(c)(2) of the Commission's Rules requires the employment unit to engage in four recruitment initiatives during each two-year period. A description of the recruitment initiatives undertaken is included in the 2018 and 2019 EEO public file reports and documentation included in Exhibit 4. The station personnel involved in the recruitment incentives include the Director of Human Resources and the Market Manager. The employment unit employs 29 full-time personnel.

³ Exhibit 2 contains copies of the relevant EEO public file reports while Exhibit 3 is documentation of the recruitment efforts undertaken by River Radio for full-time positions.

⁴ The United States Census for 2010 lists the population for Columbus as 787,033.

- 3(e) *Disclose any pending or resolved complaints involving the Station filed during the Station's current license term before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex*

No such complaints were filed against the Station specifically during the time period covered by the Audit Letter.

- 3(f) *In accordance with Section 73.2080(b), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program*

River Radio handles all local human resource activities in the development and execution of the company's equal employment opportunity program. This includes assistance in the areas of new hire education, manager training, EEO advisement and EEO report preparation.

New Hire Education. River Radio explains their employment policies spelled out in the employee handbook to each new employee. The employee is required to review the employee handbook and sign an acknowledgement that they have read the handbook. The employee handbook discusses the company's employment policies in their entirety, including the company's specific Equal Opportunity Employment policy. The policy prohibits discrimination in employment opportunities or practices on the basis of race, color, religion, sex, national origin, age, disability, or any other characteristic protected by law. River Radio is also willing to make reasonable accommodations for individuals with known disabilities. Employees with questions or concerns may contact their immediate supervisor, a department head, the Director of Human Resources or the Market Manager for the Unit. Anyone found to be engaging in any type of unlawful discrimination will be subject to disciplinary action, up to and including termination of employment.

EEO Advisement. River Radio periodically reviews its EEO policies in order to provide the best practice advice on dealing with potential EEO issues. These issues include, but are not limited to, claims of discrimination, sexual harassment, and unfair employment practices. The human resource department provides employees and managers with guidance on how to best handle certain EEO issues (as determined by the industry's "best practice" standards) and assists in investigations of possible EEO infractions as needed. Each hiring manager is responsible to propose broad reach outlets for posting openings. Additionally, the Human Resources Director will utilize recruitment sources beyond those proposed if it is deemed that the opening would not be sufficiently circulated with the proposed sources by the hiring manager.

- 3(g) *In accordance with Section 73.2080(c)(3), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis*

Preparation of EEO Public File Report. River Radio prepares and completes the annual EEO public file report. This includes gathering and retaining pertinent material such as blank EEO forms, copies of the previous year's report and subsequent report analysis, and sample audit letters. These materials are reviewed, and a timeline is set to complete the station's EEO report. Throughout the filing process, the human resource department serves as a facilitator to River Radio's EEO contact and is available to answer any questions regarding the completion of the report such as those activities that may be classified as recruitment initiatives and which positions need to be included in the vacancy list. All resumes received are forwarded to the appropriate hiring manager for review. Each hiring manager is responsible for tracking which applicants were selected for interviews and providing the information to the Human Resources Director throughout the hiring process.

Senior management of River Radio periodically conducts self-assessment of its EEO public file report and supporting documentation to make sure that the Unit undertakes the most comprehensive and effective manner for disseminating job opening for full-time positions and outreach initiatives. In this regard, the EEO Recruiter List is reviewed quarterly and updated as needed (add new contacts, update addresses, etc.). River Radio expects its EEO Recruiter List to generate a minimum number of applicants, dependent upon the position to be filled and makes changes as deemed appropriate. The EEO Recruiter List is comprehensive and reaches the community of license and beyond. River Radio adjusts the EEO Recruiter List when necessary, particularly when the contact information is no longer accurate. River Radio modifies their recruitment sources based upon the nature of a particular vacancy by including additional sources (e.g., accounting or engineering vacancy).

- 3(h) *In accordance with Section 73.2080(c)(4), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants*

River Radio has participated in industry salary surveys since 2013 and develops salary ranges for applicable positions accordingly. Senior management of the Unit holds regular one-on-one meetings with department heads of the unit. The employment practices and benefits of the Unit are discussed from time to time during these meetings. Senior management of the licensee meets routinely through the year to discuss operations at the Unit. As part of these meetings, senior management would review employee benefits, seniority practices, promotions and selection techniques to make sure that it is competitive with the marketplace and industry standards. In addition to compliance with federal, state and local laws, such



a review has the additional benefit of ensuring that River Radio attracts the best and the brightest in the industry to work at the Unit, while also ensuring a diverse staff reflective of the community.

The Unit does not have any union employees.

3(i) *If your entity is a religious broadcaster and any of its full-time employees are subject to a religious qualification as described in Section 73.2080(a) of the rules, so indicate in your response to this letter and provide data as applicable to the Unit's EEO program*

The Unit's employees are not subject to a religious qualification.

Respectfully submitted,

RIVER RADIO MINISTRIES

By:

Danny E. Baughman
President

EXHIBIT 1

EEO AUDIT LETTER
February 6, 2020



Federal Communications Commission
Washington, D.C. 20554

February 6, 2020

Dear Licensee:

1. In accordance with 47 CFR § 73.2080(f)(4), the station employment unit (the Unit) that includes your station, referenced above (the Station), has been randomly selected for an audit of its Equal Employment Opportunity (EEO) program. A copy of section 73.2080 of the Commission's rules is attached at the end of this letter for your reference.

2. You must still respond to this letter, even if the Unit is not required under our rules to have an EEO recruitment program due to the nature of its full-time workforce (because it has fewer than five full-time employees, defined as employees regularly assigned to work 30 hours a week or more). However, in your response, you are required to provide only a list of the Unit's full-time employees, identified only by job title (no names should be provided), the number of hours each is regularly assigned to work per week, and a response to Question 3(e) below. Also, in formulating your response, please see Questions 4(a)-(d) below regarding brokers and brokered stations for instructions for situations in which the applicable employment unit has fewer than five full-time employees.

3. **Audit Data Requested.** All Units must provide information for Question 3(e). If the Unit employs five or more full-time employees, provide the following information, including an explanation regarding any requested information that you are unable to provide:

(a) Copies of the Unit's two most recent EEO public file reports, described in section 73.2080(c)(6). For any stations in the Unit that have websites, provide each web address. If the Unit's most recent EEO public file report is not posted on each of these websites, indicate each relevant website and provide an explanation of why the report is not posted, as required by section 73.2080(c)(6). In accordance with section 73.2080(c)(5)(vi), provide the date of each full-time hire listed in each report provided. If the Unit does not have its own website, but its corporate site contains a link to a site pertaining to the Unit, then the Unit's most recent EEO public file report must be linked to either the Unit's site or the general corporate site, pursuant to section 73.2080(c)(6).

(b) For each of the Unit's full-time positions filled during the period covered by the above EEO public file reports, or since your acquisition of the Station, if after that period, dated copies of all advertisements, bulletins, letters, faxes, e-mails, or other communications announcing the position, as described in section 73.2080(c)(5)(iii). However, to reduce your burden of responding to this audit, if you have sent a job notice to multiple sources, you may send us only one copy of each such notice, along with a list of the sources to which you have sent the notice. In addition, indicate in your response whether you retain copies of all notices sent to all sources used, as required by section 73.2080(c)(5)(iii). For on-air ads that aired multiple times, you may send us one log sheet indicating when the ad aired and tell us the other times it aired instead of providing multiple log sheets. Also, tell us whether you have retained all the log sheets for each time the ad aired. We may ask for them for verification, but you need not

provide them at this time. Include, however, copies of all job announcements sent to any organization (identified separately from other sources) that has notified the Unit that it wants to be notified of the Unit's job openings, as described in section 73.2080(c)(1)(ii).

(c) In accordance with section 73.2080(c)(5)(v), the total number of interviewees for each vacancy and the referral source for each interviewee for all of the Unit's full-time vacancies filled during the period covered by the above-noted EEO public file reports.

(d) Documentation of the Unit's recruitment initiatives described in section 73.2080(c)(2) during the periods covered by the above-noted EEO public file reports, such as participation at job fairs, mentoring programs, and training for staff. Specify the Unit personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the Unit and state whether the population of the market in which any station included in the Unit operates is 250,000 or more. Based upon these two factors, determine and state whether the Unit is required to perform two or four initiatives within a two-year period, pursuant to sections 73.2080(c)(2) and (e)(3). If you have performed more than four initiatives, you may provide documentation for only four and summarize the rest instead of providing documentation for all of them. If we believe any of the initiatives you have documented are inadequate, we may ask for more information, but documentation for four is all we need at this time.

(e) Disclose any pending or resolved complaints involving the Station filed during the Station's current license term before anybody having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the Unit on the basis of race, color, religion, national origin, or sex. For each such complaint, provide: (1) a brief description of the allegations and issues involved; (2) the names of the complainant and other persons involved; (3) the date the complaint was filed; (4) the court or agency before which it is pending or by which it was resolved; (5) the file or case number; and (6) the disposition and date thereof or current status. Note that all complaints must be reported, regardless of their status or disposition.

(f) In accordance with section 73.2080(b), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program.

(g) In accordance with section 73.2080(c)(3), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.

(h) In accordance with section 73.2080(c)(4), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more

union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants.

(i) If your entity is a religious broadcaster and any of its full-time employees are subject to a religious qualification as described in section 73.2080(a) of the rules, so indicate in your response to this letter and provide data as applicable to the Unit's EEO program. For example, for full-time hires subject to a religious qualification, only a record of the hire listed by job title and date filled, the recruitment sources used for the opening, and the source that referred the person hired must be provided. No other records are required for those hires. If five or more full-time positions are not subject to a religious qualification, the licensee must maintain and provide all records for such hires and complete the initiatives required under section 73.2080(c)(2). Otherwise, a religious broadcaster is not required to perform these initiatives.

(j) Among items we do not need in your response to this letter are copies of applicants' resumes, your company training manuals, posters, employee handbooks, or corporate guidebooks. If you believe any of the information in various corporate manuals or posters are relevant to any part of this audit letter, you may summarize what is in them. If you believe this letter requires you to provide an unusually burdensome volume of documentation, you may contact us prior to the response deadline to discuss possible ways of condensing your response.

4. Time Brokerage.

(a) **Licensee of brokered station(s).** If the Unit employs fewer than five full-time employees and any station included in it is subject to a time brokerage agreement, in addition to responding to this letter and providing us a list of the Unit's full-time employees listed by job title (and the number of hours each employee is assigned to work) and a response to Question 3(e) above, you must immediately forward a copy of this letter to the broker under each such agreement, which must respond to Question 4(b) below. If the Unit employs five or more full-time employees, the licensee must respond fully to paragraph 3 above, and also forward the letter to the broker so the broker may respond to Question 4(b) below.

(b) **Broker receiving audit letter from brokered station licensee.** If you are the broker of a station, and the station you are brokering receives an audit letter, the licensee of the brokered station must forward the audit letter to you. You should respond to the audit letter concerning EEO information relating only to your own full-time employees at the brokered station. *See* section 73.2080(f)(3).

(c) **Broker receiving audit letter directly from Commission.** If you are a broker, but the target station in this audit letter is a station licensed to you, you must submit information requested herein for the EEO program at your station (or employment unit). If you maintain EEO data for a station you are brokering with that for your own station that is the target of this audit letter, and lack the ability to separate the information, you must include in your response the information requested herein pertaining to **your** full-time employees at the station(s) you broker. *See* section 73.2080(f)(3).

(d) **Broker described under 4(b) or 4(c) above.** If your full-time employees at the station you are brokering, combined with your full-time employees at your owned station(s), total fewer than five, however, you need only respond to this letter by the deadline described

below by submitting a list of your Unit's full-time employees (listed by job title and number of hours regularly assigned to work per week) and the same type of list for the full-time employees you employ at the brokered station(s), and a response to Question 3(e) above.

5. Procedures. You must upload your response to this audit letter to your station's online public inspection file on www.fcc.gov by March 23, 2020, and include in your response your station's Facility ID Number and an e-mail address where a station representative can be contacted about your response. The response should be filed in the online file under "EEO Records" which will appear as a briefcase icon on the left side of the screen when you go into the online public file. You should not direct your response to the office of the FCC Secretary. The Secretary does not process responses to EEO audit letters. The accuracy and completeness of the response must be certified by an officer, partner or other principal of the Station licensee or broker (as appropriate) or, in the case of a noncommercial educational station, by an officer, member or other principal of the licensee. (See 47 CFR § 1.16.)

6. To knowingly and willfully make any false statement or conceal any material fact in response to this audit is punishable by fine or imprisonment (*see* 18 U.S.C. § 1001; 47 CFR § 1.17), revocation of any station license or construction permit (47 U.S.C. § 312(a)(1)), and/or forfeiture (47 U.S.C. § 503). Extensions of time must be requested by e-mail to lewis.pulley@fcc.gov and will be granted only upon a showing of extraordinary circumstances. Unless and until the EEO Staff grants an extension the original deadline remains in effect. Failure to respond to this audit letter by the deadline is punishable by sanctions in accordance with section 73.2080(g).

7. In accordance with sections 73.3526(e)(10) (for commercial stations) and 73.3527(e)(11) (for noncommercial educational stations), available through these links:

https://www.ecfr.gov/cgi-bin/text-idx?SID=05bcd2d178b35195633871d209cc728e&mc=true&node=se47.4.73_13526&rgn=div8

https://www.ecfr.gov/cgi-bin/text-idx?SID=05bcd2d178b35195633871d209cc728e&mc=true&node=se47.4.73_13527&rgn=div8

you must place a copy of this letter and your response in the online public file, of each affected station. Consequently, your response should not include personal information about individuals, such as social security numbers, home addresses, or other personally identifiable information. We do not require that employment units retain such information in their records, or that such information be provided in response to this letter.

8. If our EEO random audits sent in 2017, 2018, or 2019 included the Station, you may not have to respond to this letter. If the Station completed an audit in that timeframe, before responding, please tell us the dates of public file reports included in the Station's recent audit response, via e-mail to lewis.pulley@fcc.gov.

We will then advise you if a response is necessary. Also, if your most recent license renewal application was granted after February 1, 2018, you may not need to respond to this letter. To find out if you are exempt from responding, send an e-mail to lewis.pulley@fcc.gov. Should you have any questions, please contact the EEO Staff at (202) 418-1450. Thank you for your cooperation.

Sincerely,

Lewis C. Pulley
Assistant Chief, Investigations & Hearings Division
Enforcement Bureau

Enclosure

EXHIBIT 2
2018 AND 2019
EEO PUBLIC FILE REPORTS



RIVER RADIO MINISTRIES
JOB OPENINGS AND PUBLIC FILE REPORT

The EEO Public File Report is filed in WCVO, WZNP and WZCP public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules

EEO PUBLIC FILE REPORT

June 1, 2017 to May 31, 2018

Section 1 – Vacancy Information

Job title	Date filled	Recruitment Source	Recruitment Source of Hire	Interviews
Community Outreach Director	4/9/18	22	22	1

Section 2 – Recruitment Sources

1. WCVO Radio – On Air
881 E Johnstown Rd
Gahanna, OH 43230
614-289-5700
www.1049theriver.com
2. Local Websites www.1049theriver.com
3. Internal Posting
4. Employee Referral
5. Non-Employee Referral
6. www.monster.com
7. All Access, www.allaccess.com
8. www.hisair.net
9. National Association of Broadcasters, www.nab.org
10. Ohio Association of Broadcasters, www.oab.org
11. National Religious Broadcasters, www.nrb.org

12. <http://verifiedjobboard.com/>
13. Internship Programs
14. Consultant/Independent Contractor
15. Cedarville University Career Services
16. Columbus College of Art & Design Career Services
17. Christianradiocareers.com
18. Craigslislist.org
19. LinkedIn
20. 2017 and 2018 Spring OSU Intern Fair
21. Churchstaffing.com
22. Acquisition – The Caleb Network

Section 3 – Supplemental Recruitment Activities

- Cedarville University Spring Career Services Fair March 18th, 2015 and March 16th, 2016
- OSU Intern Fair – 1/24/2017 and 1/23/2018
- 104.9 the River Community Relations Internship Program – Ongoing
Hosting of the River Job Board in partnership with New Hire Facts at
<http://1049theriver.com/jobboard/>. The River Job Board is a great way to connect great jobs in
Central Ohio with River listeners and their families and friends.



RIVER RADIO MINISTRIES
JOB OPENINGS AND PUBLIC FILE REPORT

The EEO Public File Report is filed in WCVO, WZNP and WZCP public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules

EEO PUBLIC FILE REPORT

June 1, 2018 to May 31, 2019

Section 1 – Vacancy Information

Job title	Date filled	Recruitment Source	Recruitment Source of Hire	Interviews
Promotions Coordinator	5/13/19	1,2,3,4,7,8,13,15,16	8	6
Promotions Coordinator	6/28/18	1,2,3,4,8,13	4	8

Section 2 – Recruitment Sources

1. WCVO Radio – On Air
881 E Johnstown Rd
Gahanna, OH 43230
614-289-5700
www.1049theriver.com
2. Local Websites www.1049theriver.com
3. Internal Posting
4. Employee Referral
5. Non-Employee Referral
6. www.monster.com
7. All Access, www.allaccess.com
8. www.hisair.net
9. National Association of Broadcasters, www.nab.org

10. Ohio Association of Broadcasters, www.oab.org
11. National Religious Broadcasters, www.nrb.org
12. <http://verifiedjobboard.com/>
13. Internship Programs
14. Consultant/Independent Contractor
15. Cedarville University Career Services
16. Columbus College of Art & Design Career Services
17. Christianradiocareers.com
18. Craigslist.org
19. Linkedin
20. 2017 and 2018 Spring OSU Intern Fair
21. Churchstaffing.com
22. Acquisition – The Caleb Network

Section 3 – Supplemental Recruitment Activities

- Cedarville University Spring Career Services Fair March 18th, 2015 and March 16th, 2016
- OSU Intern Fair – 1/24/2017 and 1/23/2018
- 104.9 the River Community Relations Internship Program – Ongoing
- Hosting of the River Job Board in partnership with New Hire Facts at <http://1049theriver.com/jobboard/>. The River Job Board is a great way to connect great jobs in Central Ohio with River listeners and their families and friends.

EXHIBIT 3

**2018 AND 2019 EEO PUBLIC FILE REPORT
RECRUITING FOR FULL-TIME VACANCIES**

INVOICE



Invoice #: IN-1190217833
Invoice Date: 02/24/2019
Contract #: 6215
Page: 1
Net Amount Due: \$0.00

Advertiser: 104.9 The River

Station(s): WCVO-FM

Advertiser: 104.9 The River
Product: Promotions Assistant
Estimate #:
Agency Client Code:
Buyer Name:

Salesperson(s): House
Terms: Net 30

Day	Date	Time	Ln	Length	Product	ISCI	Rate
MON	02/04/19	09:29a	1	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	10:31a	1	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	11:29a	1	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	11:59a	1	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	12:32p	1	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	02:01p	1	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	07:02a	1	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	08:59a	1	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	09:59a	1	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	10:57a	1	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	12:32p	1	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	10:38p	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	10:00a	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	11:32a	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	12:03p	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	01:02p	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	02:31p	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	03:00p	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	03:59p	1	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	07:01p	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	06:32a	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	08:46a	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	09:31a	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	10:02a	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	11:02a	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	11:33a	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	01:00p	1	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	09:36p	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	06:33a	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	07:17a	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	10:01a	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	11:58a	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	12:58p	1	30	Promo Assist	Promo Assist	\$0.00

INVOICE



Invoice #: IN-1190217833
 Invoice Date: 02/24/2019
 Contract #: 6215
 Page: 2
 Net Amount Due: \$0.00

Day	Date	Time	Ln	Length	Product	ISCI	Rate
FRI	02/08/19	01:24p	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	02:56p	1	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	03:26p	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	06:26a	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	07:22a	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	07:58a	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	08:23a	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	08:56a	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	01:27p	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	01:59p	1	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	07:01p	1	30	Promo Assist	Promo Assist	\$0.00
SUN	02/10/19	06:32a	1	30	Promo Assist	Promo Assist	\$0.00
SUN	02/10/19	07:33a	1	30	Promo Assist	Promo Assist	\$0.00
SUN	02/10/19	08:34a	1	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	06:02a	2	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	08:31p	2	30	Promo Assist	Promo Assist	\$0.00
MON	02/04/19	09:32p	2	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	08:30p	2	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	08:59p	2	30	Promo Assist	Promo Assist	\$0.00
TUE	02/05/19	11:03p	2	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	05:27a	2	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	08:04p	2	30	Promo Assist	Promo Assist	\$0.00
WED	02/06/19	09:01p	2	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	07:28p	2	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	08:32p	2	30	Promo Assist	Promo Assist	\$0.00
THU	02/07/19	10:33p	2	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	06:03a	2	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	07:01a	2	30	Promo Assist	Promo Assist	\$0.00
FRI	02/08/19	06:58p	2	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	08:01p	2	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	08:29p	2	30	Promo Assist	Promo Assist	\$0.00
SAT	02/09/19	10:08p	2	30	Promo Assist	Promo Assist	\$0.00
SUN	02/10/19	08:28p	2	30	Promo Assist	Promo Assist	\$0.00

Remit To:
 One Connection Media Group
 881 E Johnstown Rd
 Gahanna, OH 43230

Invoice Totals	
Total Spots:	66
Gross Amount:	\$0.00
Agency Commission:	\$0.00
Net 30 Net Amount Due:	\$0.00

Scott Thomson

From: Scott Thomson
Sent: Tuesday, January 29, 2019 3:47 PM
To: ted@hisair.net
Subject: Job Opening WCVO-FM Columbus, OH
Attachments: Job Description-2019- Promotions Assistant.docx

Please post at your convenience. Thank you!!

Scott Thomson
Finance & HR Director

Uplifting & Encouraging* 104.9 the River | 89.3 the River
WCVO-FM Columbus | WZNP-FM Newark | WZCP-FM Chillicothe
WCVO HD2 - Columbus' Hits & Positive Hip Hop | [TheVibeHD](#)
WCVO HD3 - Columbus' Positive Alternative | [oRockHD](#)

881 E. Johnstown Rd, Columbus, OH 43230
614 289,5702 (Direct) | 614.579.4346 (Cell) | 614 289,5700 (Main Office) | 614,289,5796 (Fax)
[Website](#) | [Facebook](#) | [Advertise](#) | [Donate](#)

Scott Thomson

From: Scott Thomson
Sent: Monday, February 4, 2019 10:18 AM
To: columbus team
Subject: Internal Job Posting - Promotions Assistant
Attachments: Job Description-2019- Promotions Assistant.docx

Importance: High

Please apply if you are interested...and pass on to your spheres of influence if you know folks who would be a good fit.

Scott Thomson
Finance & HR Director

Uplifting & Encouraging* 104.9 the River | 89.3 the River
WCVO-FM Columbus | WZNP-FM Newark | WZCP-FM Chillicothe
WCVO HD2 - Columbus' Hits & Positive Hip Hop | [TheVibeHD](#)
WCVO HD3 - Columbus' Positive Alternative | [oRockHD](#)

381 E. Johnstown Rd, Columbus, OH 43230
614.289.5702 (Direct) | 614.579.4346 (Cell) | 614.289.5700 (Main Office) - 614.289.5796 (Fax)
[Website](#) | [Facebook](#) | [Advertise](#) | [Donate](#)



Promotions Assistant—Market 37. (WCVO) Contemporary Christian 104.9 the River in Columbus, Ohio is looking for an outgoing, focused, and strategic thinking person. You would join a team of 30+ who are passionately committed to a faith-based mission.

The ideal candidate will be a bold, energetic, clear communicator, and a star at station events, appearances, and within the hallways of our office.

If having a heart to surprise and delight our biggest fans sounds like your dream job, you should apply. If you're the kind of person who can strike up a conversation with a total stranger, you should definitely apply. Other reasons to apply:

Your choice of a variety of free Keurig coffee.

You get to enjoy your birthday off.

You can use company time to serve at charities of your choice up to 4 times annually.

You can challenge others to grow and will be challenged to grow yourself.

Job Description

Overview: You will act as the main "face" of 104.9 the River. You must be an outgoing individual who fully understands that making a positive impression with listeners and clients is extremely important. You must be incredibly personable, organized, and dependable.

Responsibilities:

- Serve as the physical representation of the station at client and community appearances and remotes.
- Help to brainstorm and plan creative promotional and event ideas for 104.9 the River listeners, clients, and donors.
- Execute station, client, and community events by:
 - Preparing for the event and packing station vehicles.
 - Interacting with listeners, donors and clients in a professional and friendly way.
 - Clearly communicating the mission and vision of 104.9 the River.
 - Taking artistic photos/videos for social media and event recaps.
 - Occasionally serving as the station mascot- River Dog
 - Tearing down equipment and unloading station vehicles.
- Additional in-office tasks and projects to support all departments will be assigned as needed.
- Help lead a team of event interns throughout the summer months.

You must understand that evening and weekend hours are the "NORM".

Hours: 60% nights and weekends, 40% weekday in-office hours, though this will vary seasonally. During the busy season (May-October) hours are typically 80% nights & weekends, 20% in office.

We are expecting to hire an eager-to-learn self-starter that possesses a magnetic personality with the mindset that no job is beneath them.

Please respond if you understand that core values drive an organization's culture and mission. Rush your resume to jobs@riverradio.com. No phone calls, please. River Radio Ministries is an equal opportunity employer. *Cheering for the Buckeyes is optional but suggested.*

#2376799 Promotions Assistant - WCVO-FM Columbus, OH

Job Details (/jobs/2376799)

Edit (/jobs/2376799/edit)

Job Preview job posting (/jobs/2376799/edit?initial_page=4)

Edit Details (/jobs/2376799/edit)

Duplicate job (/jobs/2376799/duplicate?job_id=2376799)

Applicants

Review 0 Applicants (/jobs/2376799/applications)

View profiles and download application documents.

School	Applications	Last Update	Status	Comments
Cedarville University	0	Expired a year ago	Expired	0
Mount Vernon Nazarene University	0	Expired a year ago	Expired	0

< 1/1 >



(/employers/249216)

Promotions Assistant - WCVO-FM Columbus, OH

River Radio Ministries (/employers/249216)

Favorite Job

About this Job

Promotions Assistant—Market 37. (WCVO) Contemporary Christian 104.9 the River in Columbus, Ohio is looking for an outgoing, focused, and strategic thinking person. You would join a team of 30+ who are passionately committed to a faith-based mission.

The ideal candidate will be a bold, energetic, clear communicator, and a star at station events, appearances, and within the hallways of our office.

If having a heart to surprise and delight our biggest fans sounds like your dream job, you should apply. If you're the kind of person who can strike up a conversation with a total stranger, you should definitely apply. Other reasons to apply:

Your choice of a variety of free Keurig coffee.

You get to enjoy your birthday off.

You can use company time to serve at charities of your choice up to 4 times annually.

You can challenge others to grow and will be challenged to grow yourself.

Job Description

Overview: You will act as the main "face" of 104.9 the River. You must be an outgoing individual who fully understands that making a positive impression with listeners and clients is extremely important. You must be incredibly personable, organized, and dependable.

Responsibilities:

- Serve as the physical representation of the station at client and community appearances and remotes.
- Help to brainstorm and plan creative promotional and event ideas for 104.9 the River listeners, clients, and donors.
- Execute station, client, and community events by:
 - o Preparing for the event and packing station vehicles.
 - o Interacting with listeners, donors and clients in a professional and friendly way.
 - o Clearly communicating the mission and vision of 104.9 the River.
 - o Taking artistic photos/videos for social media and event recaps.
 - o Occasionally serving as the station mascot- River Dog
 - o Tearing down equipment and unloading station vehicles.
- Additional in-office tasks and projects to support all departments will be assigned as needed.
- Help lead a team of event interns throughout the summer months.

You must understand that evening and weekend hours are the "NORM".

Hours: 60% nights and weekends, 40% weekday in-office hours, though this will vary seasonally. During the busy season (May–October) hours are typically 80% nights & weekends, 20% in office.

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About River Radio Ministries

Christian Music Radio Broadcasting

Location

Columbus, Ohio, United States of America

Compensation**TYPE**

Paid

PAY RATE

\$27,000.00 Per year

DURATION

Permanent

Company Details**COMPANY SIZE**

10 - 50 employees

INDUSTRY

Religious Work Industry

COMPANY TYPE

Unknown

HEADQUARTERS

881 East Johnstown Rd, Columbus, Ohio 43230, United States

WEBSITE<http://www.1049theriver.com>**SOCIAL MEDIA**

(No Facebook Listed)

(No Twitter Listed)

(No LinkedIn Listed)

Employer Preferences**ALLOWED SCHOOL YEARS**

All school years and graduation dates allowed

ALLOWED MAJORS

All Public Relations, Documentary/Film, Digital Communication, Advertising, and Journalism majors


WORK AUTHORIZATION REQUIREMENTS

US work authorization is required

Contact Information**CONTACTS**

Scott Thomson

Attachments (/jobs/2376799/attachments)


New Attachment (/jobs/2376799/attachments/new)
Posted to 2 Schools
 2 expired postings
⌚ This job was live to students until February 28, 2019 at 3:55pm.
Target More Schools (/jobs/2376799/edit?initial_page=3)

Labels

No labels have been added.

Select a label...

Create New Label

 View & Add Notes

Tracking Code

No tracking code added

Social Media

Facebook

Twitter



Email (mailto:?)

subject=Check%20this%20out&body=Check%20out%20this%20job%20I%20found%20on%20Handshake%3A%0A%0DEmployer%3A%20River%20Radio%20Ministries%0. Time%0A%0Dhttps%3A%2F%2Fapp.joinhandshake.com%2Fjobs%2F2376799)

Net Talk

AllAccess.com radio industry discussion boards.
<https://www.allaccess.com/forum/>

Promotions Assistant (WCVO-FM Columbus, OH)

<https://www.allaccess.com/forum/viewtopic.php?f=77&t=83942>

Page 1 of 1

Promotions Assistant (WCVO-FM Columbus, OH)

by **sthomson**

Posted: **Tue Jan 29, 2019 1:01 pm**

Promotions Assistant—Market 37. (WCVO) Contemporary Christian 104.9 the River in Columbus, Ohio is looking for an outgoing, focused, and strategic thinking person. You would join a team of 30+ who are passionately committed to a faith-based mission.

The ideal candidate will be a bold, energetic, clear communicator, and a star at station events, appearances, and within the hallways of our office.

If having a heart to surprise and delight our biggest fans sounds like your dream job, you should apply. If you're the kind of person who can strike up a conversation with a total stranger, you should definitely apply. Other reasons to apply:

Your choice of a variety of free Keurig coffee.

You get to enjoy your birthday off.

You can use company time to serve at charities of your choice up to 4 times annually.

You can challenge others to grow and will be challenged to grow yourself.

Job Description

Overview: You will act as the main "face" of 104.9 the River. You must be an outgoing individual who fully understands that making a positive impression with listeners and clients is extremely important. You must be incredibly personable, organized, and dependable.

Responsibilities:

- Serve as the physical representation of the station at client and community appearances and remotes.
 - Help to brainstorm and plan creative promotional and event ideas for 104.9 the River listeners, clients, and donors.
 - Execute station, client, and community events by:
 - o Preparing for the event and packing station vehicles.
 - o Interacting with listeners, donors and clients in a professional and friendly way.
 - o Clearly communicating the mission and vision of 104.9 the River.
 - o Taking artistic photos/videos for social media and event recaps.
 - o Occasionally serving as the station mascot- River Dog
 - o Tearing down equipment and unloading station vehicles.
 - Additional in-office tasks and projects to support all departments will be assigned as needed.
 - Help lead a team of event interns throughout the summer months.
- You must understand that evening and weekend hours are the "NORM".

Hours: 60% nights and weekends, 40% weekday in-office hours, though this will vary seasonally. During the busy season (May-October) hours are typically 80% nights & weekends, 20% in office.

We are expecting to hire an eager-to-learn self-starter that possesses a magnetic personality with the mindset that no job is beneath them.

Please respond if you understand that core values drive an organization's culture and mission. Rush your resume to jobs@riverradio.com. No phone calls, please. River Radio Ministries is an equal opportunity employer. Cheering for the Buckeyes is optional but suggested.

Scott Thomson

From: Scott Thomson
Sent: Monday, April 16, 2018 2:28 PM
To: columbus team
Subject: Promotions Assistant
Attachments: Job Description-2018 Community Impact Assistant.docx

Please apply if you are interested...and pass on to your spheres of influence if you know folks who would be a good fit.

Scott Thomson

CFO
WCVO-FM | Columbus

River Radio Ministries

[Website](#) | [Facebook](#) | [Advertise](#) | [Donate](#)

881 E Johnstown Rd, Columbus, OH 43230
614.289.5700 (Main Office)
614.289.5702 (Direct)
614.289.5793 (Fax)
614.579.4346 (Mobile)



Community Impact Assistant—Market 37. (WCVO) Contemporary Christian 104.9 the River in Columbus, Ohio is looking for a passionate, focused, and strategic thinking person. You would join a team of 30+ who are passionately committed to a faith-based mission.

The ideal candidate will be a bold, clear communicator, and a star at station events, appearances, and within the hallways of our office.

If having a heart to surprise and delight our biggest fans sounds amazing, you should apply. Other reasons to apply:

Your choice of a variety of free Keurig coffee.

You get to enjoy your birthday off.

You can use company time to serve at charities of your choice up to 4 times annually.

You can challenge others to grow and be challenged to grow yourself.

Job Description

Overview: You will act as the main “face” of 104.9 the River. You must be an outgoing individual who fully understands that making a positive impression with listeners and clients is very valuable. You must be extremely personable, organized, and dependable.

Responsibilities:

- Serve as the physical representation of the station at client and community appearances and remotes.
- Help to brainstorm and plan creative promotional and event ideas for 104.9 the River listeners, clients, and donors.
- Execute station, client, and community events by:
 - Preparing for the event and packing station vehicles.
 - Interacting with listeners, donors and clients in a professional and friendly way.
 - Clearly communicating the mission and vision of 104.9 the River.
 - Taking artistic photos/videos for social media and event recaps.
 - Tearing down equipment and unloading station vehicles.
- Additional in-office tasks and projects to support all departments will be assigned as needed.
- Assist the Intern Team Leader in navigating a team of event interns throughout the summer months.

You must understand that evening and weekend hours are the “NORM”.

Hours: 60% nights and weekends, 40% weekday in-office hours, though this will vary seasonally.

We are expecting to hire an eager-to-learn self-starter that possesses a magnetic personality.

Please respond if you understand that core values drive an organization’s culture and mission. Rush your resume to jobs@riverradio.com. No phone calls, please. River Radio Ministries is an equal opportunity employer. *Cheering for the Buckeyes is optional but suggested.*

EXHIBIT 4
2018 AND 2019
RECRUITMENT INITIATIVES

Scott Thomson

From: Brittany James
Sent: Wednesday, February 19, 2020 9:01 AM
To: Scott Thomson
Subject: FW: Invoice for River Radio Ministries: Registration for 2020 Ohio State University Spring Career Fair at The Ohio State University

The correct fair we are attending is on 2/26.

Brittany James
Promotions Manager | On-Air Personality

The River
614.289.5726 (Direct) | 614.289.5700 (Main Office)
[Website](#) | [Facebook](#) | [Advertise](#) | [Donate](#)

From: Handshake [mailto:handshake@notifications.joinhandshake.com]
Sent: Wednesday, September 4, 2019 10:21 PM
To: Brittany James <brittany@riverradio.com>
Subject: Invoice for River Radio Ministries: Registration for 2020 Ohio State University Spring Career Fair at The Ohio State University



Your invoice has arrived!



Hello Brittany,

Invoice #3549 for River Radio Ministries:

Your invoice has arrived! The Ohio State University has invoiced you for your '2020 Ohio State University Spring Career Fair' career fair registration. Your total comes to **\$149.00**.

[Download Invoice](#)

You can view more details about [your registration](#) at any time on Handshake.

Randy Dineen says:

Thank you for registering for the Ohio State Spring Career Fair.

We look forward to hosting you in January!

Both credit card (Visa, Mastercard, Discover, American Express) and check payments are accepted.

CREDIT CARD: Please pay by Credit Card via our online store which can be found at ccps-store.osu.edu/store. Your product will start with "Spring Career Fair" and then has the same item name as listed on this invoice. Note that if you have added additional representatives to your registration, you will have to add that separately in our store. Once you have found your item please add it to your cart and complete the checkout process as you would on any e-commerce platform (such as Amazon). You will receive an email to confirm that we have received your order and successfully processed your payment. Please keep that email for your records.

NOTE: WE ARE CURRENTLY CONDUCTING REGISTRATION FOR MORE THAN ONE EVENT. PLEASE DOUBLE CHECK TO MAKE SURE YOU ARE SELECTING ITEMS FOR SPRING CAREER FAIR. If you experience any difficulties during the registration process please follow the instructions on the document found here. If you still are having issues with your online payment, then please contact Alex Lane (614-688-2206 or via email at lane.388@osu.edu).

CHECK: Please make payments payable to The Ohio State University, 2020 Spring Career Fair

Checks may be mailed to:

Center for Career and Professional Success
The Ohio State University
ATTN: 2020 Spring Career Fair
100 Denney Hall

164 Annie & John Glenn Avenue
Columbus, OH 43210-1369

For additional information regarding payment contact Victoria Figliomeni at 614-292-3366.

Registration Date: 2019-09-04

Employer: River Radio Ministries

Registrant: Brittany James

Date Attending:

Spring Career Fair - Tuesday, Jan 21, 11:30 am - 4:30 pm EST

Please contact the career fair host for any questions:

Name: Randy Dineen

Email Address: dineen.2@osu.edu

The Ohio State University has indicated they'll be able to take payments manually for this career fair.

Both credit card (Visa, Mastercard, Discover, American Express) and check payments are accepted. CREDIT CARD: Please pay by Credit Card via our online store which can be found at ccps-store.osu.edu/store. Your product will start with "Spring Career Fair" and then has the same item name as listed on this invoice. Note that if you have added additional representatives to your registration, you will have to add that separately in our store. Once you have found your item please add it to your cart and complete the checkout process as you would on any e-commerce platform (such as Amazon). You will receive an email to confirm that we have received your order and successfully processed your payment. Please keep that email for your records. NOTE: If you have any issues with making your online payment, then please contact Alex Lane (614-688-2206 or via email at lane.388@osu.edu). CHECK: Please make payments payable to The Ohio State University, 2020 Spring Career Fair Checks may be mailed to: Center for Career and Professional Success The Ohio State University ATTN: 2020 Spring Career Fair 100 Denney Hall 164 Annie & John Glenn Avenue Columbus, OH 43210-1369 For additional information regarding payment contact Victoria Figliomeni at 614-292-3366.

Thank you,

The Ohio State University

If you don't want to hear from us at all again you can unsubscribe from all Handshake notifications

Handshake Headquarters
P.O. Box 40770, San Francisco, CA 94140

Scott Thomson

From: Brittany James
Sent: Wednesday, February 19, 2020 9:00 AM
To: Scott Thomson
Subject: FW: Invoice for River Radio Ministries: Registration for 2019 Summer Internship & Opportunity Fair at The Ohio State University

Not sure if you just needed the last email or if this one would be better. Last email and this email would both be for the 2019 Fair.

Brittany James
Promotions Manager | On-Air Personality

The River
614.289.5726 (Direct) | 614.289.5700 (Main Office)
[Website](#) | [Facebook](#) | [Advertise](#) | [Donate](#)

From: Handshake [mailto:handshake@notifications.joinhandshake.com]
Sent: Tuesday, October 23, 2018 12:41 PM
To: Brittany Wagner <brittany@riverradio.com>
Subject: Invoice for River Radio Ministries: Registration for 2019 Summer Internship & Opportunity Fair at The Ohio State University



Your invoice has arrived!



Hello Brittany,

Invoice #1422 for River Radio Ministries:

Your invoice has arrived! The Ohio State University has invoiced you for your '2019 Summer Internship & Opportunity Fair' career fair registration. Your total comes to **\$149.00**.

[Download Invoice](#)

You can view more details about [your registration](#) at any time on Handshake.

Randy Dineen says:

This email confirms your registration for the 2019 Summer Internship and Opportunity Fair at The Ohio State University. Your invoice is attached.

Both credit card (Visa, Mastercard, Discover, American Express) and check payments are accepted.

CREDIT CARD: Please call Victoria Figliomeni at 614-292-3366 between the hours of 8:30am and 4:00pm Eastern; have your credit card or credit card number available. A receipt will be emailed to you following approval of your transaction.

CHECK: Please make payments payable to The Ohio State University, 2019 Summer Internship and Opportunity Fair

Checks may be mailed to:

The Ohio State University
College of Arts and Sciences
Center for Career and Professional Success
ATTN: 2019 Internship and Opportunity Fair
100 Denney Hall
164 Annie & John Glenn Avenue
Columbus, OH 43210-1369

Event planning materials, including directions to campus and parking information, can be found on the Summer Internship and Opportunity Fair website (<https://artsandsciences.osu.edu/career-success/events/career-fairs>).

Please contact Victoria Figliomeni at figliomeni.3@osu.edu or (614) 292-3366 for questions related to your invoice. We look forward to seeing you in February. Thank you for your interest in recruiting our students!

Best regards,

The Ohio State University
College of Arts and Sciences
Center for Career and Professional Success
614-688-4522 | asecareer@osu.edu

Registration Date: 2018-10-22

Employer: River Radio Ministries

Registrant: Brittany James

Date Attending:

2019 Summer Internship & Opportunity Fair - Wednesday, Feb 27 1:00 pm - 5:00 pm EST

Please contact the career fair host for any questions:

Name: Randy Dineen

Email Address: dineen.2@osu.edu

The Ohio State University has indicated they'll be able to take payments manually for this career fair.

Both credit card (Visa, Mastercard, Discover, American Express) and check payments are accepted. CREDIT CARD: Please call Victoria Figliomeni at 614-292-3366 between the hours of 8:30am and 4:00pm Eastern; have your credit card or credit card number available. A receipt will be emailed to you following approval of your transaction. CHECK: Please make payments payable to The Ohio State University, 2019 Summer Internship and Opportunity Fair Checks may be mailed to: College of Arts and Sciences Center for Career and Professional Success The Ohio State University ATTN: 2019 Internship and Opportunity Fair 100 Denney Hall 164 Annie & John Glenn Avenue Columbus, OH 43210-1369

Thank you.

The Ohio State University

If you don't want to hear from us at all again you can unsubscribe [from all Handshake notifications](#)

Handshake Headquarters
P.O. Box 10770, San Francisco, CA 94140

Scott Thomson

From: Brittany James
Sent: Wednesday, February 19, 2020 8:57 AM
To: Scott Thomson
Subject: FW: Registration Confirmation: 2018 Ohio State Summer Internship & Opportunity Fair
Attachments: invoice.pdf

Brittany James
Promotions Manager | On-Air Personality

The River
614.289.5726 (Direct) | 614.289.5700 (Main Office)
[Website](#) | [Facebook](#) | [Advertise](#) | [Donate](#)

From: asc-osu-csm@symplicity.com [mailto:asc-osu-csm@symplicity.com]
Sent: Tuesday, November 14, 2017 1:22 PM
To: Brittany Wagner <brittany@riverradio.com>
Subject: Registration Confirmation: 2018 Ohio State Summer Internship & Opportunity Fair

Nov 14, 2017, 1:21 PM

Dear Brittany James;

This email confirms your registration for the 2018 Ohio State Summer Internship and Opportunity Fair. Your invoice is attached.

Both credit card (Visa, Mastercard, Discover, American Express) and check payments are accepted.

CREDIT CARD: Please call Victoria Figliomeni at 614-292-3366 between the hours of 8:30am and 4:00pm Eastern; have your credit card or credit card number available. A receipt will be emailed to you following approval of your transaction.

CHECK: Please make payments payable to The Ohio State University, 2018 Summer Internship and Opportunity Fair

Checks may be mailed to:

College of Arts and Sciences Career Services
The Ohio State University
ATTN: 2018 Internship and Opportunity Fair
100 Denney Hall
164 Annie & John Glenn Avenue
Columbus, OH 43210-1369

Event planning materials, including directions to campus and parking information, can be found on the Summer Internship and Opportunity Fair website.

Please contact Victoria Figliomeni at figliomeni.3@osu.edu or (614) 292-3366 for questions related to your invoice. We look forward to seeing you in January. Thank you for your interest in recruiting our students!

Best regards,

College of Arts and Sciences Career Services
The Ohio State University
614-688-4522 | asccareer@osu.edu