

EEO PUBLIC FILE REPORT

WKHK-FM/WKLR-FM/WJSR-FM/WURV-FM/WURV-HD2-FM

May 2017

FULL-TIME POSITIONS FILLED

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
1	Account Executive	1/6/16	4/1/16	1-3,14,15,18,19,20,24	3	1
1	Account Executive	1/6/16	7/14/16	1-3,14,15,18,19,20,24	5	1
1	Account Executive	1/16/16	9/9/16	1-3,14,15,18,19,20,24	5	1
1	Account Executive	1/6/16	4/5/17	1-3,14,15,18,19,20,24	3	1
1	Digital Campaign Assistant	4/17/17	5/16/17	1-3,14,15,18,19,20,24	7	1
1						
	Chief Engineer	8/29/16	12/15/16	1-3,14,15,18,19,20,24	6	1

***The Attached List of Recruitment Sources were contacted for the above openings**

Information Regarding Recruitment Sources for Full-Time Vacancies

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
1	Internal Posting (located in 2 nd and 3 rd floor break rooms and announced in monthly staff meeting)			
2	All Access 28955 Pacific Coast Highway Suite 210 Malibu, CA 90265	Joel Denver JDenver@allaccess.com		
3	WKHK/WKLR/WJSR/WURV/WURV-HD2 On Air Advertising			
4	Radio411.com 1842 Shell Ring Circle Mt. Pleasant, SC 29466			
5	VARTV.com	ads@VARTV.com		
6	Internal Referral			
7				

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
8	External Referral			
9	Radio-Info.com 785 Williams Street #429 Longmeadow, MA 01106	Info@radioinfo.com		
10	Ramp Newsletter			
11	Richmond Times-Dispatch 300 E. Franklin St. Richmond, VA 23219	recruitment@timesdispatch.com		
12	Radioandproduction.com PO Box 630071 Irving, TX 75063-0071			
13	Linkedin			
14	Facebook			

No.	Recruitment Source	Contact	Total Interviewed	Entitled to Notification
15	Virginia Employment Commission 703 E. Main St Richmond, 23219			
16	Careerbuilder.com			
17	Yahoo.com			
18	Other			
19	VCU Career Fair 907 Floyd Ave, Room 143 P.O. Box 842007 Richmond, VA 23284-2007			
20	University of Richmond Career Center 28 Westhampton Way Richmond, VA 23173			
21	Style Weekly Magazine 24 E. 3rd Street Richmond, VA 23224	Johnathon Young		

22	VSU Career Fair P.O. Box 9398 Virginia State University, VA 23806			
23	Inside Radio 365 Union Street Littleton NH 03561	Gene McKay Sheena Calton		
24	Radio Advertising Bureau (RAB) 1320 Greenway Drive, Suite 500 Irving, Texas 75038 Recruitment Letters to local colleges			

**Long Term Recruitment Initiatives
Implemented During Year**

No.	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1	1-2016 thru ongoing	P1 Sellers Training	Ongoing training and coaching for internal Sales teams	Training covers coaching and growing within career	Entire Sales team
2	1-2016 thru ongoing	ReCru Digital Sales Training	Ongoing training and coaching for internal Sales teams	Training covers coaching and growing within career	Entire Sales team
3	10/18/16	Hanover Job Fair		Interviewed individuals, collected resumes, discussed career and intern opportunities.	Tyler Grogan
4	6-28-2016	VCU School of Broadcast Career Day	Guest Lectures, panel discussions, one-on-ones with students.	Covers coaching and growing within career	Melissa Chase and Shelly Perkins
5	2-19-2017	VCU School of Broadcast Career Day	Guest Lectures, panel discussions, one-on-ones with students.	Covers coaching and growing within career	Melissa Chase and Shelly Perkins
6	3-20-2017	Career Day - Sandston Elementary School	Presentations, faculty discussions, one-on-ones with students.	Discussions of what it takes to become a DJ/Talent	Melissa Chase and Joe Amado
7	5-5-2017	Career Day and SOL Prep at Salem Church School	Presentations, faculty discussions, one-on-ones with students	Discussions of what it courses to focus on in the future to become a DJ/Talent/Sales Person	Melissa Chase and Jack Lauterback
8	6-15-2017	Career Day at Ridge School	Presentations, panel discussions, one-on-ones with students	Discussions of what it courses to focus on in the future to become a DJ/Talent/Sales Person	Jessie Carrol and Krissi Cecil

9	12-19-17	Student Job Shadowing	Students interested in a career in advertising/marketing shadow the Creative Services Director.	Students shadow the Creative Services Director and learn about a career in advertising.	Joe Doran and Allie Strouse
---	----------	-----------------------	---	---	-----------------------------