

WILQ(FM), WZXR(FM), WCXR(FM), WBZD-FM, WLMY(FM) & WWPA(AM)
EEO PUBLIC FILE REPORT
04/01/2017 – 03/31/2018

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Sales Assistant	1-14	2
Receptionist	1-14	2
Account Representative	1-14	10
Account Representative	1-14	10

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II. MASTER RECRUITMENT SOURCE LIST (MRS�)

RS Number	RS Information	Source Entitled to Vacancy Notification (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	Station Website Postings (one or more SEU stations)	N	0
2	On-Air Announcements (one or more SEU stations)	N	10
3	Pennsylvania Career/Link-Lycoming County 145 Third St, Williamsport, PA 17701 Ph: 570-601-5932	N	2
4	Williamsport Help Wanted-Media Affiliations 6465 Greenwood Plaza Blvd., Suite 400 Centennial, CO 80111 Ph: 303-845-9510	N	1
5	Pennsylvania College of Technology Career Services, 1 College Ave. Williamsport, PA 17701 Ph: 570-320-7400	N	0
6	Lock Haven University, Attn: Career Services 401 North Fairview St., Lock Haven, PA 17745 Ph: 570-893-2011	N	0
7	Lycoming College, Attn: Career Services 700 College Place Williamsport, PA 17701 Ph: 570-321-4000	N	0
8	Salvation Army 457 Market St. Williamsport, PA 17701 Ph: 570-326-9187	N	0
9	Vet Center 457 Market St. Williamsport, PA 17701 Ph: 570-327-5281	N	0
10	Word-of-Mouth Referral	N	2
11	Vocational Rehabilitation 208 West Third St. Williamsport, PA 17701 Ph: 570-327-3600	Y	0

RS Number	RS Information	Source Entitled to Vacancy Notification (Yes/No)	No. of Interviewees Referred by RS over 12-month period
12	In House Backyard Broadcasting Posting 1685 Four Mile Dr. Williamsport, PA 17701 Ph: 570-323-8200	N	0
13	Williamsport Sun-Gazette 252 West Fourth St. Williamsport, PA 17701 Ph: 570-236-1551	N	8
14	Ohev Sholom 1501 Cherry St. Williamsport, PA 17701 Ph: 570-322-4209	Y	0
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			23

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Co-Sponsored a Job Fair	Backyard Broadcasting PA, LLC, along with Career Link Lycoming County sponsored a job fair on February 8, 2018 which included 90 employers and over 900 job seekers. Our SEU's Sales Manager and eight Sales Representatives attended this event and spoke with attendees about career opportunities available in broadcasting, with an emphasis on sales. This event was promoted on all of the stations.
2	Host event/program sponsored by or on behalf of a community organization relating to careers in broadcasting	On January 5, 2018, our SEU hosted the Leadership Group of Lycoming County for a tour of our facilities. One of our Sales Representatives conducted the tour and explained how radio stations operate and introduced the group to staff members in each department who shared information about their specific responsibilities as well as the opportunities available for a future career in broadcasting.
3	Training regarding equal employment opportunity and preventing discrimination	During this reporting period, our General, Sales and Business Managers met with all full-time staff members to present and discuss practices that ensure equal employment opportunity as well as the prevention of discrimination in the workplace.
4	Mentoring Program	Our SEU's Business Manager has been mentoring our Traffic Director throughout this reporting period to prepare her to assume the role of Business Manager in the future. They meet at least once a week to review the numerous and varied responsibilities of this position and, when schedules allow, the Traffic Director "shadows" the Business Manager to gain first-hand insight about performance of these duties in real time.