

EEO PUBLIC FILE REPORT

For the Period Ending January 31, 2020

Prepared by: Mark Boarman

This report cover the following employment unit:

<u>Call Sign</u>	<u>Facility ID No.</u>	<u>Type of Station</u>	<u>Location (City, State)</u>	<u>LMA</u>
WNKI-FM		Radio	Elmira, NY	
WPGI-FM		Radio	Elmira, NY	
WNGZ-FM		Radio	Elmira, NY	
WWLZ-AM		Radio	Elmira, NY	
WRCE-AM		Radio	Elmira, NY	

A. VACANCY LIST

The following is a list of all vacancies for full-time jobs during the previous 12 months:

Job Title	Date of Opening	Date Filled
Operations Manager	4/3/2019	5/6/2019
Office Assistant	4/3/2019	5/6/2019
Account Executive	5/1/19	5/22/19
Account Executive	8/12/19	9/23/19

B. RECRUITMENT SOURCE LIST

During the previous 12 months, the following recruitment sources were contacted as vacancies for full-time jobs opened. For those sources not contacted for all openings, the job opening number from Section A is listed. Those sources marked with an asterisk (*) are organizations that requested to be contacted as job openings occurred:

	Recruitment Source	Address/Telephone Number	Contact Person	Job Openings/ All
1	NY State Job Bank	NYS Department of Labor		All
2	Catholic Charities	215 E Church Street, Suite 100, Elmira, NY 14901		All
3	Elmira College Student Alumni Career Network	1 Park Place, Elmira, NY 14901 607-735-1800		All
4	Corning Community College	1 Academic Drive, Corning, NY 14830	Loretta Hendrichsen	All
5	Elmira Business Institute	303 North Main Street, Elmira, NY 14901 607-733-7177	Joann Hunt	All
6	Ithaca College	PR William Center, 953 Danby Road, Ithaca, NY 14850 607-274-8000	Michelle Rios-Dominguez	All
7	Empire State College	318 Park Avenue, Corning, NY 14830-3424 607-962-1421	Kathie Stickler	All
8	Mansfield University	Career Center, 31 South Academy Street, Ground Floor, Alumni Hall, Mansfield, PA 16933		All
9	Community Broadcasters	2205 College Avenue, Elmira, NY 14903	On Air Recruitment on all 5 of our stations	All
10	Community Broadcasters	2205 College Avenue, Elmira, NY 14903	Online Recruitment on all Station websites	All
11	NYS Broadcasters Association	1805 Western Avenue, Albany, NY 12203 518-456-8888	Dick Novik	All
12	Twin Tiers Help Wanted	6465 Greenwood Plaza Blvd, Suite 400, Centennial, CO 80111	Shelby Marion	All
13	Mark Saint John		Mark Saint John	All
14	Job Fairs			All
15	Indeed.com			All
16	Referral			All

	Recruitment Source	Address/Telephone Number	Contact Person	Job Openings/ All
17	Non-Employee Referral			All
18	AllAccess.com			All
19				
20				
21				

C. RECRUITMENT SOURCES FOR FULL-TIME HIRES

The following is a list of recruitment sources for the full-time jobs shown in Section A which provided the hiree for each position:

	Job Title	Recruitment Source
1	Operations Manager	Indeed.com
2	Office Assistant	Employee Referral
3	Account Executive	Job Fair
4	Account Executive	On-Air Recruitment Ad

D. RECRUITMENT SOURCES PROVIDING INTERVIEWEES

During the previous 12 months, there were a total of 34 people interviewed for vacancies for full-time positions. The following is a list of the total number of interviewees referred by each recruitment source shown in Section B above:

	Recruitment Source	Total No. on Interviewees
1	Seven Mountains Media – On Air Recruitment	4
2	Seven Mountains Media - Website Recruitment	2
3	Indeed.com	12
4	Referral	2
5	Allaccess.com	1
6		
7		
8		

E. RECRUITMENT INITIATIVES

During the previous 12 months, the station employment unit engaged in the following (menu option) initiatives (provide full details, including an explanation if no such initiatives were conducted during the period involved):

	Prong 3 Menu Option
1	Job Fair/Open House – Attended two area job fairs where individuals were invited to come in and inquire about careers in sales in programming. The fair were held at the Arnot Mall in March and September. In attendance were Mark Boarman, Bruce Sermonis.
2	Internship – On March 4, 2019, established a paid internship for Summer of 2019. This is in conjunction with the New York State Broadcasters Association.
3	

Name of Respondent: _____

Signed: _____

Typed Name: _____

Title: _____

Date: _____

Telephone No. _____