

**EEO PUBLIC FILE REPORT**

**This Report covers full-time vacancy recruitment data for the period: May 23, 2016 - May 22, 2017**

**1) Employment Unit: LM Communications/WV**

**2) Unit Members (Stations and Communities of License):** WKLC-FM, St. Albans, WV  
WMXE-FM, South Charleston, WV  
WJYP-AM, St. Albans, WV  
WSCW-AM, South Charleston, WV  
WMON-AM, Montgomery, WV  
WWQB-FM, Westwood, KY

**3) EEO Contact Information for Employment Unit:**

Mailing Address:  100 Kanawha Terrace St. Albans, WV 25177	Telephone Number: 304/722-3308
	Contact Person/Title: Dotsy Klei, General Manager
	E-mail Address: dotsy@wklc.com

**4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
(a) Account Executive	wklc.com
(b) Traffic Manager	Walk in
(c) Account Executive	Rehire

**5(a) Job Title: Account Executive**

**Referral Source of Hiree: wklc.com**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Charleston Gazette Newspaper	Classified Dept	1001 Virginia St., E, Charleston, WV 25301	304/348-7930	4	N
LM Communications websites	Jill Wheeler	100 Kanawah Terr, St. Albans, WV 25177	304/722-3308	2	N
Allaccess.com	Online	Allaccess.com		0	N

**5(b) Job Title: Traffic Manager**

**Referral Source of Hiree: Walk in**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Walk in				1	N

The employment unit received an unsolicited expression of interest from a traffic manager with 16 years of experience at another local radio operation, and determined that, due to applicant's unique skill set and experience, an expansion of staffing was warranted.

**5(c) Job Title: Account Executive**

**Referral Source of Hiree: Rehire**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Rehire				1	N
LM Communications websites	Jill Wheeler	100 Kanawah Terr, St. Albans, WV 25177	304/722-3308	0	N

**Stations WKLC-FM, WMXE-FM, WWQB-FM, WSCW-AM, WJYP-AM, WMON-AM  
are Equal Opportunity Employers.**

**6) Total # of Interviewees Referred:** For the period from **May 23, 2016 - May 22, 2017** this Employment Unit interviewed 8 interviewees for full-time job vacancies.

**7) Supplemental Recruitment Initiatives.**

**(a) Initiative: Job Fair Participation**

The employment unit participated in the West Virginia Higher Education Policy Commission Career Expo held at the Charleston Civic Center on April 13, 2017.

**(b) Initiative: Internship**

The employment unit hosted an intern from West Virginia State University. Duties included research, game coverage, board operation and on-air duties. The student fulfilled his internship requirements and is now employed part-time at the employment unit while continuing his education.

**(c) Initiative: Mentoring Program for part-time employees**

A part-time air talent received mentoring from employment unit personnel in sports hosting and production. He eventually handled certain play-by-play broadcasts while providing research and analysis for a weekly coach's show. He also produced and reported a twice weekly sports recap program on WJYP/WMON. The employee was then promoted to full-time and now produces and hosts a daily one-hour sports talk show.

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