

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: March 23, 2015 – March 22, 2016

1) **Employment Unit:** VerStandig – MD/PA

2) **Unit Members (Stations and Communities of License):** WAYZ(FM), Hagerstown, MD
WBHB-FM, Waynesboro, PA
WCBG(AM), Waynesboro, PA
WNUZ(FM), Mercersburg, PA

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

Mailing Address: HJV Limited Partnership 10960 John Wayne Drive Greencastle, Pa. 17225	Telephone Number: 717-597-9200
	Contact Person/Title: Avery Mason, Comptroller
	E-mail Address: amason@verstandig.com

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

Job Title	Recruitment Source Referring Hiree
(a) On Air DJ	Part time employee/Hired Full Time position

Stations WAYZ(FM), WBHB-FM, WCBG(AM), and WNUZ(FM) are Equal Opportunity Employers.

5) Job Title: On Air DJ

Referral Source(s) of Hire: Part Time/Hired Full Time

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Franklin County Career Link https://www.cwds.state.pa.us	Ronald Baker rbake@state.pa.us	600 Norland Avenue Chambersburg, Pa. 17201	717-264-4584 717-709-4903(Baker)	0	Yes
Maryland Job Services https://mwejobs.maryland.gov	Debbie Lashbaugh	Div of Labor & Licensing, Reg. 14 North Potomac St, Suite 100 Hagerstown, Md. 21740	301-393-8255 301-791-4673 (fax)	0	Yes
University System Of Maryland www.collegecentral.com/usmh	Erin Harmon	32 West Washington St Hagerstown, Md. 21740	240-527-2060 240-527-2715 (fax)	0	Yes
Hagerstown Community College owensb@hagerstowncc.edu	Bonnie A. Owens	1140 Robinwood Drive Hagerstown, Md. 21740	301-790-2800 301-393-3693 (fax)	0	Yes
Kaplan University hguessford@kaplan.edu	Cheyrl Keller	18618 Crestwood Drive Hagerstown, Md. 21742	301-739-2670 301-791-7661 (fax)	0	Yes
Penn State Nittany Lion Career Network Services https://psu-consortia-csm.symplicity.com/employers	Claire Tauriello	One Campus Drive Mont Alto, Pa. 17237 Psu-consortia-csm.symplicity.com/employers	717-749-6110	0	Yes
Shepherd College www.collegecentral.com/shepherd	Betsy Sheetz	P O Box 3210 Shepherdstown, WV 25443	304-876-5122	0	Yes
Shippensburg University www.shippensburg-csm.symplicity.com	Linda Davis	1871 Old Main Drive Shippensburg, Pa. 17257	717-477-7447	0	Yes
Wilson College/Career Planning www.collegecentral.com/wilson	Heather Drumm	1015 Philadelphia Avenue Chambersburg, Pa. 17201	717-262-2006	0	Yes
Pennsylvania Broadcasters Association www.pab.org	Richard Wycoff	8501 Paxton Street Hummelstown, Pa. 17036	717-482-4820	0	Yes
All Access Music Group	Joel Denver	28955 Pacific Coast Hwy Suite 210-5 Malibu, Ca 90265	310-457-6616 310-457-8058 Fax	4	No
In House Posting	NA	NA	NA	2	No
www.wayz.com	NA	10960 John Wayne Dr Greencastle Pa 17225	717-597-9200	0	Yes
www.1015bobrocks.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	Yes

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6) Total # of Interviewees Referred: For the period from March 23, 2015, through March 22, 2016 this Employment Unit interviewed 6 interviewees for full-time job vacancies.

7) Supplemental Recruitment Initiatives. List and briefly describe the Supplemental Recruitment Initiatives undertaken during the period covered by this Report.

(a) Initiative: Job Fairs

1. SHEPHERD UNIVERSITY CAREER DEVELOPMENT CENTER CAREERFEST 2016: The Employment Unit's General Manager, who has substantial responsibility in the making of hiring decisions, accepted resumes and interviewed candidates at the Shepherd University Careerfest held on March 10, 2016. The Shepherd University Career Development Center Careerfest helps students choose and attain personally rewarding careers.
2. HAGERSTOWN COMMUNITY COLLEGE: The Employment Unit's General Manager, who has substantial responsibility in the making of hiring decisions, accepted resumes and interviewed candidates at Hagerstown Community College on Wednesday, March 25, 2015 from.

(b) Initiative: Programs Sponsored By Educational Institutions

1. SHEPHERD UNIVERSITY – BADM 365 PROMOTIONAL STRATEGIES: On Monday, September 21, 2015, the Employment Unit's General Manager participated as guest speaker covering various topics on Media Campaigns, placement, and commercial creation on a local business level as well as the role of a local Marketing Director and their interactions with local media companies. Students learned about some of the skills needed for broadcast employment and careers in broadcasting.
2. SHEPHERD UNIVERSITY – MBA 500 CHALLENGES TO MODERN BUSINESS: On Wednesday, July 8, 2015, the Employment Unit's General Manager participated as guest speaker covering various topics that helped students prepare for their careers and network with current employers. Session covered the effect of media on current business operations and society as a whole. Media coverage of current events and how to access media as a business for PR purposes. Students learned about some of the skills needed for broadcast employment and careers in broadcasting.
3. SHEPHERD UNIVERSITY – RESUME AND MOCK INTERVIEW SEMINAR: On Thursday, March 10, 2016 the Employment Unit's General Manager participated in a resume review and mock interview seminar. The Employment Unit's General Manager gave advice regarding improving current resumes provided by participants, and conducted interviews giving constructive advice and dialogue with students to improve their interview skills. The entire program was conducted by the Office of Alumni Relations and the Office of Student Affairs at Shepherd University.
4. CAREER PANEL GREENCASTLE – ANTRIM HIGH SCHOOL: On November 5, 2015, the Unit's Sales Executive actively participated in a Career Panel giving students attending the tenth grade, as well as all students that have interest in the identified career clusters of Marketing, Sales, Customer Service, Public Relations Specialist, the opportunity to explore the career requirements. Students learned about some of the skills needed for broadcast employment and careers in broadcasting. Panel participants responded to specific questions from the students attending.

(C) Initiative: Internships

1. INTERNSHIP: Shippensburg University, Shippensburg, Pa., provided two interns from May 26, 2015 until August 24, 2015. Various departments in the Employment Unit provided the Intern with the opportunity to acquire skills necessary for broadcast employment.
2. INTERNSHIP: York College, York, Pa., provided on intern from April 30, 2015 until August 24, 2015. Various departments in the Employment Unit provided the intern with the opportunity to acquire skills necessary for broadcast employment.

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