

**WKHK-FM/WKLR-FM/WJSR-FM/WURV-FM
EEO PUBLIC FILE REPORT
June 1, 2021 – May 31, 2022**

I. VACANCY LIST

See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
WURV Morning Show Host	1,2,3,4,6,8,11,14,15,19,20,23	2
Operations Manager	1,2,3,4,6,8,11,14,14,19,20,23	6
Marketing Strategy Lead	1,3,4,5,11,15,19,20,23	4
Marketing Strategy Lead	1,3,2,4,6,8,11,15,19,23,24,25	25
Digital Sales Manager	1,3,4,11,15,19,23	11
Marketing Strategy Lead	1,2,3,4,6,8,11,15,23	6

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Internal Posting (located in 2nd and 3rd floor break rooms and announced in monthly staff meeting) Bob Willoughby Bob.Willoughby@summitmediacorp.com	No	1
2	All Access Joel Denver JDenver@allaccess.com 28955 Pacific Coast Highway Suite 210 Malibu, CA 90265	No	6
3	On Air Advertising-all SEU stations Brooke Rogers Richmond.Jobs@summitmediacorp.com	No	4
4	SummitMedia Websites Brooke Rogers Brooke.rogers@summitmediacorp.com	No	6
5	VARTV.com Robert Corbin 1725 Live Oak Trl Suite 203 Virginia Beach, VA 23456	No	
6	Word-of-Mouth Referral Brooke Rogers 804-330-5700	No	12
7	Radio-Info.com info@radioinfo.com 785 Williams Street #429 Longmeadow, MA 01106	No	
8	Ramp Newsletter 661-294-9408 cartermedia@gmail.com	No	1

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Richmond Times-Dispatch Recruitment@Richmondtimesdispatch.com 300 E. Franklin St. Richmond, VA 23219	No	
10	LinkedIn www.Linkedin.com	No	
11	Indeed www.Indeed.com	No	10
12	Virginia Employment Commission Dennis Woodard (866) 832-2363 employer.accounts@vec.virginia.gov 703 E. Main St Richmond, 23219	No	
13	VCU Career Center Joslyn Bedell (804) 828-1645 907 Floyd Ave P.O. Box 842007 Richmond, VA 23284-2007	No	
14	University of Richmond Career Center Leslie Stevenson (804) 289-8000 28 Westhampton Way Richmond, VA 23173	No	
15	Handshake https://www.joinhandshake.com/	No	
16	Virginia State University Dannita Trice (804) 524-5000 P.O. Box 9410 Petersburg, VA 23806	No	
17	Inside Radio Gene McKay 800-248-4242 x700 365 Union Street Littleton NH 03561	No	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
18	Radio Advertising Bureau (RAB) Sheena Calton (212) 681-7200 1320 Greenway Drive, Suite 500 Irving, Texas 75038	No	
19	National Urban League Yolanda Richardson 212-558-5300 120 Wall Street New York, NY 10005	No	
20	Northern Virginia Community College Career and Experiential Learning Services (703) 323-3000 7630 Little River Turnpike Annadale, VA 22003	No	
21	Hampton University Karen Weaver 757-727-5331 Career Counseling and Planning Center 2 Frissell Street Hampton, VA 23668	No	
22	George Mason University Sara Chandler 703-993-2370 University Career Services 4400 University Drive, MS 3B6 Fairfax, VA 22030	No	
23	Virginia Association of Broadcasters Christina Sandridge (434) 977-3716 250 West Main Street Suite 100 Charlottesville, VA 22902	NO	
24	In person job fair	No	2
25	Internal Transfer/Promotion	No	1
TOTAL INTERVIEWEES OVER REPORTING PERIOD			43

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Training program to enable station personnel to acquire skills that could qualify them for higher positions	P1 Sellers Training is an ongoing initiative to train and coach internal sales team to grow within their broadcast career. Entire sales team and sales management takes part.
2	Training program to enable station personnel to acquire skills that could qualify them for higher positions	VICI Digital Sales Training is a weekly initiative that ran from 6/1/21-5/31/22 to train and coach internal sales team to grow within their broadcast career with a focus on the quickly expanding digital landscape. Entire sales team and sales management takes part.
3	Hosted in person job fair with Radio One	Hosted and attended in-person job fair at the Richmond library on 9/14/21. The Promotions Director, Part-Time Promotions Assistant, Business Manager, and General Manager informed attendees about SummitMedia Richmond and collected resumes for potential FT and PT hires. The job fair was promoted on-air across SummitMedia and Radio One stations to reach interested employers and job seekers.
4	Hosted in person job fair with Urban One	Hosted and attended in-person job fair at the Chesterfield Town Center mall on 11/9/21. The Promotions Director, Part-Time Promotions Assistant, Business Manager, and General Manager informed attendees about SummitMedia Richmond and collected resumes for potential FT and PT hires. The job fair was promoted on-air across SummitMedia and Radio One stations to reach interested employers and job seekers.
5	VCU Media Job Fair	On 4/5/22, the Operations Manager attended a job fair at Virginia Commonwealth University to inform interested students about SummitMedia Richmond, answer questions about careers in broadcasting, and collect resumes for potential FT and PT hires.