

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: May 23, 2017 - May 22, 2018

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:

Job Title	Recruitment Source Referring Hiree
(a) Account Executive (2 positions)	Indeed.com, Indeed.com
(b) Account Executive	Employee Referral
(c) On-air Talent	Rehire
(d) On-air Talent (2 positions)	Allaccess.com, Allaccess.com

5(a) Job Title: Account Executive (two positions) Referral Source(s) of Hire: Indeed.com, Indeed.com

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	Online source	N/A	10	No

5(b) Job Title: Account Executive Referral Source(s) of Hire: Employee Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Indeed.com	N/A	Online source	N/A	2	No
Employee Referral	N/A	N/A	N/A	1	No

5(c) Job Title: On-air talent Referral Source(s) of Hire: Rehire

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
AllAccess.com	N/A	Online source	N/A	7	No
Rehire	N/A	N/A	N/A	1	No

5) Job Title: On-air talent (2 positions) Referral Source(s) of Hire: AllAccess.com, Allaccess.com

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
AllAccess.com	N/A	Online Source	N/A	8	No

6) Total # of Interviewees Referred: For the period from **May 23, 2017 - May 22, 2018** this Employment Unit interviewed 29 interviewees for full-time job vacancies.

7) Supplemental Recruitment Initiatives.

(a) Initiative: Job Fair Participation

April 18, 2018, participated in a job fair at West Virginia State University. The Employment Unit was represented by the Sports Director and Promotions Manager, who presented information about job opportunities at the Employment Unit.

(b) Initiative: Internships, Fall

Aug – Dec 2017, two internships with students from West Virginia State University. Duties focused on our sports programming – live Coaches' Shows, prep work for that show and the weekly high school football game, live coverage of the weekly game, on air work, research for daily live sports talk show and board operation of college and professional sports games. Internship was designed for class credit and outlined by the University. Reported to Sports Director.

(c) Initiative: Internships, Spring

Jan – Apr 2018, two internships with students from West Virginia State University. The focus is overall station support, sales research, social media posts, affidavit filing, board operation and on site event work. Interns reported to the Sports Director and the program was designed for class credit by the University.

(d) Initiative: Mentoring Program – On-air Talent

The Employment Unit designed and conducted a mentoring program for a midday DJ to learn the programming skills necessary for his next role (succession planning on the programming side of operations). The Program Director oversaw this effort and trained the DJ on the systems and methods that meet the format.

(e) Initiative: Mentoring Program – Intern-to-Full Time

The Employment Unit designed and conducted a mentoring program to assist an intern into a part time position. The individual expressed a sincere desire to explore on air possibilities and, therefore, the Employment Unit worked with him on his delivery, timing, cadence and found opportunities for him on air. He was trained to back up the local host of a syndicated morning program and was eventually offered a position on a full time basis, which the intern unfortunately was unable to accept.