

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: March 23, 2018 – March 22, 2019

- 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) Marketing Consultant	Indeed.com
(b) On Air Announcer	In House Posting
(c) Public Relations	Walk-in *
(d) Public Relations	Employee referral *

* Vacancies (c) and (d) were filled using the same applicant pool.

5) Job Title: Marketing Consultant

Referral Source(s) of Hire: 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)
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	Sarah Illyn	32 West Washington St Hagerstown, Md. 21740	240-527-2712 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
Indeed.com	None-online job posting website	6433 Champion Grandview Way Bldg1 Austin TX 78750	1-800-475-4361	4	No
Shepherd College www.collegecentral.com/shepherd	Betsy Sheetz	P O Box 3210 Shepherdstown, WV 25443	304-876-5122	1	Yes
Shippensburg University www.shippensburg-csm.symplicity.com	Linda Davis	1871 Old Main Drive Shippensburg, Pa. 17257	717-477-7447	0	Yes
Pennsylvania Broadcasters Association www.pab.org	Richard Wycoff	8501 Paxton Street Hummelstown, Pa. 17036	717-482-4820	0	Yes
In House Posting	NA	NA	NA	0	No
www.wayz.com	NA	10960 John Wayne Dr Greencastle Pa 17225	717-597-9200	0	No
www.1015bobrocks.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	No
www.921hitsfm.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	No
Current \Former Employee Referral	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	2	No
WAYZ-WBHB-WNUZ-WCBG On Air Advertisement	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	2	No
Job Fair at Employer office	NA	10960 John Wayne Dr Greencastle PA 17225	717-597-9200	5	NA
Franklin County Works	None Online job posting site	100 Lincoln Way E Suite A Chambersburg PA 17201	717-264-7101	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	1	No
Linkedin.com	None – Online Job posting site	1000 W Maude Avenue Sunnyvale CA 94085	650-687-3600	0	No

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

5) Job Title: On Air Announcer

Referral Source(s) of Hire: In House Posting

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
Indeed.com	None- Online job posting website	6433 Champion Grandview Way Bldg 1 Austin TX 78750	1-800-475-4361	0	No
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
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	1	No
Current/Former Employee Referral	NA	10960 John Wayne Dr Greencastle PA 17225	717-597-9200	0	No
www.wayz.com	NA	10960 John Wayne Dr Greencastle PA 17225	717-597-9200	0	No
www.1015bobrocks.com	NA	10950 John Wayne Dr Greencastle PA 17225	717-597-9200	0	No
www.921hitsfm.com	NA	10960 John Wayne Dr Greencastle PA 17225	717-597-9200	0	No
Franklin County Works	None Online job posting site	100 Lincoln Way E Suite A Chambersburg PA 17201	717-264-7101	0	Yes

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5) Job Title: Public Relations

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)
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
Indeed.com	None – online job posting website	6433 Champion Grandview Way Bldg 1 Austin TX 78750	800-475-4361	0	No
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
Pennsylvania Broadcasters Association www.pab.org	Richard Wycoff	8501 Paxton Street Hummelstown, Pa. 17036	717-482-4820	0	Yes
In House Posting	NA	NA	NA	0	No
www.wayz.com	NA	10960 John Wayne Dr Greencastle Pa 17225	717-597-9200	1	No
www.1015bobrocks.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	No
www.921hitsfm.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	No
Current \ Former Employee Referral	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	3	No
WAYZ-WBHB-WNUZ-WCBG On-Air Advertisement	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	1	No
Franklin County Works	None – online job posting website	100 Lincoln Way E Suite A Chambersburg PA 17201	717-264-7101	0	Yes
Facebook	NA	Online Website page		1	No

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5) Job Title: Public Relations

Referral Source(s) of Hire: 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)
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
Indeed.com	None – Online job posting website	6433 Champion Grandview Way Bldg 1 Austin TX 78750	800-475-4361	0	No
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
Pennsylvania Broadcasters Association www.pab.org	Richard Wycoff	8501 Paxton Street Hummelstown, Pa. 17036	717-482-4820	0	Yes
In House Posting	NA	NA	NA	0	Yes
www.wayz.com	NA	10960 John Wayne Dr Greencastle Pa 17225	717-597-9200	1	No
www.1015bobrocks.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	No
www.921hitsfm.com	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	0	No
Current \ Former Employee Referral	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	3	No
WAYZ-WBHB-WNUZ-WCBG On-Air Advertisement	NA	10960 John Wayne Dr Greencastle, Pa 17225	717-597-9200	1	No
Franklin County Works	None – online job posting website	100 Lincoln Way E Suite A Chambersburg PA 17201	717-264-7101	0	Yes
Facebook	NA	Online website page		1	No

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6) Total # of Interviewees Referred: For the period from March 23, 2018, through March 22, 2019 this Employment Unit interviewed 27 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. GREATER HAGERSTOWN COMMUNITY JOB FAIR: The Employment Unit's General Manager, who has substantial responsibility in the making of hiring decisions, accepted resumes and interviewed candidates at Greater Hagerstown Community Job Fair on Tuesday, July 16, 2018.
2. SHEPHERD UNIVERSITY CAREERFEST FAIR: The Employment Unit's General Manager, who has substantial responsibility in the making of hiring decisions, accepted resumes and interviewed candidates at Mount Shepherd University on March 06, 2019.
3. GREENCASTLE COLLEGE & CAREER FAIR: The Employment Unit's General Manager, who has substantial responsibility in the making of hiring decisions, share of career opportunities in broadcasting and interviewed candidates for internships on March 14, 2019.

(b) Initiative: Employment Unit Job Fair

1. HJV LIMITED PARTNERSHIP: Hosted Job Fair, July 25, 2018, 4 – 6pm. Local businesses attended with hiring staff, to accept resumes from attending candidates and interview for possible hire. Employment unit host participated as well.

(c) Initiative: Programs Other Activities

1. FRANKLIN COUNTY WORKS: FranklinCountyWorks.com is an initiative from the Greater Chambersburg Area Chamber Foundation to provide a local portal for the community to connect job seekers and employers. The focus on the portal was created from a need for more localized workforce development initiatives in the area. All of the jobs posted are local as opposed to the major sites with jobs from outside of the community. Through our affiliation with the Chamber of Commerce, we were approached in 2011 to become a media sponsor for the portal. We provide public service announcements where available to promote traffic and use of the site. They provide banner ad space for us as a sponsor of the portal. January 25, 2019 to January 24, 2020.

(c) Initiative: Internships

1. INTERNSHIP: Shepherd University, Dept. of Communication Internship Program, Shepherdstown, WV, provided one intern from June 18, 2018 until July 24, 2018. Various departments in the Employment Unit provided the Intern with the opportunity to acquire skills necessary for broadcast employment.