

**WAPI(AM), WJOX(AM), WJOX-FM, WZRR(FM), WUHT(FM), and
WJQX(FM)**

**EEO PUBLIC FILE REPORT
December 1, 2018 – November 30, 2019¹**

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
Account Executive	19-28	19
Account Executive	19-28	21
Account Executive	19-29	29
Account Executive	19-28	24
Account Executive	19-28	25
Business Manager	19-28	24
Business Manager	19-28	24
Digital Sales Manager	19-28	24

¹ This Report provides recruitment data collected from December 1, 2018 through November 21, 2019.

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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	AWARE 3600 8 th Avenue South Suite 200 Birmingham, AL 35222 Contact: Peggy A. Clarke pmpac@bellsouth.net Phone: 205.251.4773 Fax: 205.251.0298	No	0
2	Alabama State Employment Services 3440 3 rd Ave South Birmingham, AL 35222 Contact: Barbara Thompson Phone: 205.254.1300 Fax: 205-254-13878	No	0
3	Alabama Department of Rehabilitation Services 3830 Ridgeway Drive Birmingham, AL 35229 Contact: Cynthia Nelson Phone: 800.441.7609 Fax: 205.220.0486	No	0
4	AL State Dept of Education Adult Vocation Rehab P.O. Box 19880 Birmingham, AL 35219 Attn: Debbie Clemons Phone: 205.290.4550 Fax: 205.290-4560	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
5	NAACP P.O. Box 1268 Birmingham, AL 35203 Contact: Hezekiah Jackson Phone: 205.516.9806 Fax: 205.320.1448	No	0
6	Miles College Placement Office 5500 Myron Massey Blvd Fairfield, AL 35221 Contact: Darlene Mitchell Phone: 205.929.1000 Fax: 205.99.1614	No	0
7	Tuskegee University Career Development and Placement Services Center Carnegie Hall, 3 rd Floor Tuskegee, AL 36088 Contact: Phyllis Stringer sstringer@tuskegee.edu Phone: 334.727.8255 Fax: 334.727.8258	No	0
8	Firehouse Ministries 1501 3 rd Ave N Birmingham, AL 35203 Contact: Anita Yarbrough Phone: 205.252.9571 Fax: 205.252.9578	No	0
9	Aletheia House (United Way) 2717 Ensley Avenue Birmingham, AL 35218 Contact: Leanne Portera/Michelle Figureroa Phone: 205.781-0190 Fax: 205.324.6502	No	0
10	The Arc of Central Alabama 6001 Crestwood Boulevard Birmingham, AL 35212 Contact: Norman Williams Phone: 205.323.6383 Fax: 205.933.0280	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
11	Alabama Broadcasters Association 2180 Parkway Lake Drive Hoover, AL 35244 Contact: Cindi McGee Phone: 205.982.5001 Fax: 205.982.0015	No	0
12	City of Lights T.S. Boyd Community Center 23 Austin Circle Dora, AL 35062 Contact: Pastor Massey Phone: 205.648.3257 Fax: 205.648.6021	No	0
13	Alabama Job Link/Alabama Career Center 3440 3 rd Avenue South Birmingham, AL 35222 Contact: Yvette Fields Birmingham.ESO@diralabama.gov Phone: 205.254.1300 Fax: 205.254.1387	No	0
14	University of Alabama Career Services 1400 University Blvd, Ste. 516 Birmingham, AL 35294 Contact: Todd String tdstring@uab.edu Phone: 205.934.4324	No	0
15	University of Alabama Job Placement Office P.O. Box 870293 Tuscaloosa, AL 35487 Contact: Evelyn Hendon Phone: 205.348.5848 Fax: 205.348.5852	No	0
16	Jefferson State Job Placement Office 2601 Carson Road Birmingham, AL 35215 Contact: Nancy Beauchamp nbeau@jeffstateonline.com Phone: 205.856.8588 Fax: 205.856.6033	No	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
17	Bevill State Community College Sumiton, Jasper, Fayette, Phil Campbell, Hamilton 1411 Indiana Avenue Jasper, AL 35501 Contact: Robeana Green Phone: 205.387.0511 Fax: 205.387.5191	No	0
18	Station Website Postings (<i>one or more SEU stations</i>)	No	0
19	Employee Referral	No	1
20	Word-of-Mouth Referral	No	0
21	Walk-in/Self Referral	No	1
22	On-Air Announcements (<i>one or more SEU stations</i>)	No	0
23	Inside Radio Website www.insideradion.com	No	0
24	Indeed Website www.indeed.com	No	22
25	Zip Recruiter Website www.ziprecruiter.com (internet-based job board with secondary postings to multiple on-line job banks)	No	3
26	Cumulus Job Board Cumulus.hrmdirect.com	No	2
27	Job Fair(s)/Open House(s)	No	0
28	Glassdoor www.glassdoor.com	No	1
29	Simply Hired www.simplyhired.com	No	2
TOTAL INTERVIEWEES OVER REPORTING PERIOD			32

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III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Internship Program	Our SEU has a well-established internship program. During this reporting period, our SEU hosted eight (8) student interns from the University of Alabama at Birmingham, University of Alabama, Auburn University, University of Montevallo and University of North Carolina who were supervised by our Promotions and Program Directors. The interns learned about many aspects of broadcasting, including promotions, marketing and advertising working closely with SEU personnel in each department.
2	Management-Level Training Regarding Methods of Ensuring Equal Employment Opportunity and Prevention of Discrimination and Harassment	During the month of April 2019, this SEU participated in harassment prevention training. All SEU employees were required to complete a course prepared by ThinkHR entitled, “Workplace Harassment Prevention,” designed to address sexual harassment with a focus on the forms of harassment prohibited by federal law. The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. The course for managers was more extensive than the course for staff members. In order to obtain a certificate of participation, employees were required to take a quiz following their completion of the tutorial.