

**WBTU-FM, WGL-AM, WJFX-FM, WJFX HD2-FM, WJFX HD3-FM, WLYV-AM,  
WWFW-FM, WXKE-FM**

# ANNUAL EEO PUBLIC FILE REPORT

## April 01, 2017 - March 29, 2018

## I. VACANCY LIST

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

[illegible]

\*Exigent Circumstance

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**II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)**

<b>RS Number</b>	<b>RS Information</b>	<b>Has Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS over reporting period</b>
1	All Access 28955 Pacific Coast Highway Suite 210 Malibu, CA 90265 310-457-6616 www.allaccess.com	N	0
2	Allen County Public Library 900 Library Plaza Fort Wayne, IN 46802 260-421-1200	N	0
3	Ball State University Career Center Lucina Hall 220 Muncie, IN 47306 765-285-1522	N	0
4	Benchmark 8515 Bluffton Rd. Fort Wayne, IN 46809 260-744-6145	N	0
5	Calvary Chapel Church 3800 N. Clinton St. Fort Wayne, IN 46805 260-749-5483	N	0
6	Client Referrals	N	0
7	Country Aircheck 914 18 <sup>th</sup> Ave. S. Second Floor Nashville, TN 37212 615-320-1450 news@countryaircheck.com www.countryaircheck.com	N	0
8	DePauw University Hubbard Center – Student Union Building 408 S. Locust St. Greencastle, IN 46135 765-658-4622	N	0
9	Employee Referral	N	1
10	FortWayneHelpWanted.com RegionalHelpWanted.com, Inc. 6465 Greenwood Plaza Blvd. #400 Centennial, CO. 80111 800-365-8630	N	0

<b>RS Number</b>	<b>RS Information</b>	<b>Has Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS over reporting period</b>
11	Fort Wayne Newspapers Attn: Shaquana Hamilton 600 W. Main St. Fort Wayne, IN 260-461-8230	N	0
12	Fort Wayne Urban League 2135 S. Hanna St. Fort Wayne, IN 46803 260-745-3100	N	0
13	Frost Illustrated 3121 S. Calhoun St. Fort Wayne, IN 46807 260-745-0552	N	0
14	Huntington University Attn: Amber Rensberger arensberger@huntington.edu Huntington Union Building – Upper Level 260-359-4040	N	0
15	Indeed 470 W. Ave. Stamford, CT 06902 203-564-2418 www.indeed.com	N	0
16	Indiana Broadcasters Association Attn: Gwen Piening gwen@indianabroadcasters.org 14074 Trade Center Dr. Ste. 141 Fishers, IN 46038 317-770-0970	N	0
17	Indiana Radio Watch Attn: Blaine Thompson 6523 Emmons Dr. Fort Wayne, IN 46835 irw@well.com www.indianaradio.net	N	0
18	Indiana Tech Career Center 1600 E. Washington Blvd. Fort Wayne, IN 46803 260-422-5561 Ext: 2217 careercenter@indianatech.edu	N	0
19	IPFW 2101 E. Coliseum Blvd. Fort Wayne, IN 46805 260-481-0689	N	0
20	ITT Technical Institute 2810 DuPont Commerce Ct. Fort Wayne, IN 46825 260-497-6200	N	0

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21	Linked In Network (Job Board Posting) 2029 Stierlin Ct. Mountain View, CA 94043 650-687-3600 www.linkedin.com	N	0
22	Manchester College 604 E. College Ave. N. Manchester, IN 46962 260-982-5242 mcdcareers@manchester.edu	N	0
23	Metro Human Relations 2310 Parnell Ave. Fort Wayne, 46818 260-427-1146 metro@cityoffortwayne.org	N	0
24	New Haven Chamber of Commerce 435 Ann St. New Haven, IN 46774 260-749-4484	N	0
25	Non-Employee Referral/Industry Peer	N	1
26	On-Air Announcements WBTU-FM, WGL-AM, WJFX-FM, WJFX HD2-FM, WJFX HD3-FM, WLYV-AM, WWFW-FM, WXKE-FM	N	0
27	Station Website Posting WBTU-FM, WGL-AM, WJFX-FM, WJFX HD2-FM, WJFX HD3-FM, WLYV-AM, WWFW-FM, WXKE-FM	N	0
28	Taylor University 236 W. Reade Ave. Upland, IN 46989 765-998-5382 callingandcareer@taylor.edu	N	0
29	Tom Taylor Now RTK Media, Inc. Attn: Kristy Scott kristy@rtk-media.com 3925 Sussex Dr. Nashville, TN 37207 818-591-6815 www.rtkmedia.com	N	0
30	Trine University One University Ave. Angola, IN 46703 260-665-4100 Trinecareers.org	N	0

<b>RS Number</b>	<b>RS Information</b>	<b>Has Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS over reporting period</b>
31	United Hispanic Americans Inc. 2424 Fairfield Ave. Fort Wayne, IN 46807 260-456-5000	N	0
32	University of Saint Francis 2701 Spring St. Fort Wayne, IN 46808 260-399-7999	N	0
33	Self-Referral/Walk In	N	0
34	Zip Recruiter 800-557-9015 www.ziprecruiter.com	N	0
35	Inside Radio.com PO Box 567925 Atlanta, GA 31156 800-248-4242 contact@insideradio.com	N	0
36	Advancement within	N	0
37	Traffic Directors Guild of America 26000 Avenida Aeropuerto Bldg 114 San Juan Capistrano, CA 60342 949-429-7063 tdga@cox.net	N	0
38	Ivy Tech 3800 N Anthony Blvd. Fort Wayne, IN 46805 260-482-9171	N	0

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**III. RECRUITMENT INITIATIVES**

	<b>TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)</b>	<b>BRIEF DESCRIPTION OF ACTIVITY</b>
1.	Training Program	<p>Throughout the period the SEU has established training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions,</p> <ul style="list-style-type: none"><li>• Sales Training – New Marketing Consultants, RAB Training, was done through a Webinar. This was to aid them with selling tools, to better learn our audience, and the needs of their clients</li><li>• Sales Training – All Sales, RAB Webinars &amp; VICI Weekly Webinars. Ongoing training to aid sales staff, with new tools to better be prepared to aid their clients.</li><li>• Traffic Training – Sales Asst &amp; Marketing Consultants working with Traffic Manager and Business Manager, to learn the Traffic system, and aid in entering sales orders and copy.</li></ul>
2.	Internship Program/Combined Promotions/Programming	<p>Throughout the reporting period, our SEU hosted one Promotions/Programming Internship Program exposing local students, recent high school and college students to the different facets of promotions and programming of the stations. Our intern learned social media for our brands and was given the opportunity to create for it. Our intern learned the basics of the on-air studio and phone call editing. Further, our interns learned how to voice on air breaks, observed how to run the board during an on-air shift, edit content and audio. Our intern also assisted in event marketing for our live lounge artist series.</p> <p>We hosted one combined Promotions/Programming intern during the reporting period, as follows:</p> <ul style="list-style-type: none"><li>• 08/15/17 – 12/18/17: Belmont High School, Decatur, IN</li></ul>

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
3.	Internship Program – Sales / Digital	<p>Throughout the reporting period, our SEU hosted one Sales/Digital Internship Program exposing local students, recent high school and college students to the different facets of our sales and digital departments. Our intern worked inside our sales department alongside seasoned Marketing Consultants, learning the process of brainstorming for original ideas, planning and execution of ideas, including customer participation and sponsorships. Our intern learned behind the scene processes of radio station websites, corporate and special project marketing.</p> <ul style="list-style-type: none"> <li>05/26/17 – 08/03/17: IPFW, Fort Wayne, IN</li> </ul>
4.	Internship Program - Production	<p>Throughout the reporting period, our SEU hosted one Production Internship Program exposing local students, recent high school and college students to the different facets of our production department. Our intern learned how to digitally convert pre-produced spots and PSA's so they would air properly, label them and save to on-air computers. Our intern learned and produced on-air liners and commercials that aired over the SEU stations. Our SEU also assisted with live remotes.</p> <ul style="list-style-type: none"> <li>05/22/17 – 08/22/17: Ball State University, Muncie, IN</li> </ul>
5.	Hosted a YMCA Day Camp Tour	<p>On June 7, 2017 our SEU hosted 30 kids from the YMCA Day Camp Program to tour our stations and meet and interact with our On-Air Personalities. They got to experience how our Digital Department creates graphics and videos for our websites. They got to record their voices for an on-air broadcast. Our Engineer taught them how satellite transmissions work and the SEU Production Manager taught them how commercials are made. One of the PD's and the SEU's Operations Manager held a question and answer period for the kids.</p>
6.	Host program/event sponsored by or on behalf of an educational institution relating to careers in broadcasting.	<p>Throughout the reporting period the SEU hosted 1 student from a local college in the area for job shadowing/class credit. The student was shown how programming produces sweepers and promos for syndicated shows and contest. The student was then shown how the night show host preps for his on-air show, the sites he uses for material, how the board works, how to execute on air and promo sheets. The student was shown how they voice track and schedule music and review daily logs.</p> <p>01/11/2017 Saint Francis College, Fort Wayne, IN</p>

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
7.	Participated in program/event sponsored by or on behalf of an institution relating to Youth Advocacy	<p>Our SEU participated in a Global Leadership Summit for The Fort Wayne United, with a focus on black men and boys. An SEU On-Air Personality hosted more than 180 youth and young adults from around the area. Topics were leadership concepts, conflict resolution, careers, communication skill and other components of effective leadership.</p> <p>08/10/2017 Memorial Coliseum, Fort Wayne, IN</p>