

## **EEO PUBLIC FILE REPORT**

**This Report covers full-time vacancy recruitment data for the period: March 23, 2019 – March 22, 2020.**

- 1) Employment Unit: Pathfinder Communications Corp. – Elkhart, IN – Mishawaka, IN –Niles, MI- Ligonier, IN**
- 2) Unit Members (Stations and Communities of License): WAOR-FM, Ligonier, IN- WBYT-FM, Mishawaka, IN, WTRC-AM, Elkhart, IN- WTRC-FM, Niles, MI**
- 3) EEO Contact Information for Employment Unit:**

Mailing Address:  Pathfinder Communications Corp. 237 West Edison Road Mishawaka, IN 46545	Telephone Number:  574-258-5483
	Contact Person/Title:  Stephanie Michel, General Manager
	E-mail Address: smichel@federatedmedia.com

- 4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
1. Account Executive	Indeed.com
2. Morning Show Co-Host	Internal
3. Production Director	Indeed.com
4. Traffic Assistant	Employee Referral
5. Account Executive	Employee Referral

**Station WAOR-FM, WBYT-FM, WTRC-AM and WTRC-FM are Equal Opportunity Employers**

**The Employment Unit contacted the following organizations for full-time job openings, and received referrals as indicated in each job opening on the pages that follow:**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	Did Recruitment Source Request Notification? (Yes or No)
All Access		Allaccess.com		No
Ancilla College	Jim Cathon	P O Box, Donaldson, IN 46513	574-936-8898	No
Andrews University	Carletta Witzel	NH204, Berrien Springs, MI 49104	269-471-3227	No
Ball State	Nancy Carlson	200 University Ave, Muncie, IN 47306	765-285-2436	No
Bethel College	Michelle Yager	1001 W McKinley, Mishawaka, IN 46545	574-257-2661	No
Career Builder	N/A	200 N LaSalle, Chicago, IL 60601	866-4538-1485	No
Elkhart Area Career Center	Warren Seegers	2424 California Road, Elkhart, IN 46514	574-262-5650	No
FederatedMedia.com	Paul Altman	Edison Road, Mishawaka, IN 46545	888-333-6133	No
Goodwill Industries of Michiana	Maria Stancati	PO Box 3846, South Bend, IN 46619	574-472-7300	No
Indiana Broadcasters Association	Gwen Piening	3003 E 98 <sup>th</sup> St, Indianapolis, IN 46280	317-573-0119	No
Indiana Radio Watch	Blain	<a href="mailto:IRW@well.com">IRW@well.com</a>		No
IUSB	Jeff Jackson	P O Box 7111, South Bend, IN 46634	574-520-4425	No
Indiana University	David Boeyink	625 N Jordan, Bloomington, IN 47405	812-855-5234	No
Ivy Tech	Gale Vaughn	220 Dean Johnson Blvd, So Bend, IN 46601	574-289-7001	No
Kalamazoo College	Lori Young	1200 Academy St, Kalamazoo, MI 49007	888-232-5966	No
LaCasa of Goshen	Larry Gautsche	2020 No Cottage, Goshen, IN 46526	574-533-4450	No
Malcom X College	Zerrie Campbell	1900 W VanBuren, Chicago, IL 60612	312-850-7000	No
Michigan Association of Broadcasters	Karole White	819 N Washington, Lansing, MI 48906	800-968-7622	No
NAACP	Trina Robinson	914 Lincoln Way West, South Bend, IN 46616	574-289-2123	No
South Bend Human Rights	Lonnie Douglas	301 So St Louis Blvd, South Bend, IN 46617	574-235-9355	No
Southwest Michigan College	Amy Anderson	58900 Cherry Grove, Dowagiac, MI 49047	269-687-5644	No
Spec's Howard School of Broadcasting	Nicole LaDouceur	19900 W 9 Mile Road, Southfield, MI 48075	248-358-9000	No
St Mary's College	Michael Sanders	162 Lemans Hall, Notre Dame, IN 46556	574-284-4775	No
University of Notre Dame	Kathy Beaton	248 Flanner Hall, Notre Dame, IN 46556	574-631-5200	No
Work One Elkhart	Business Serv Rep	430 Waterfall Drive, Elkhart, IN 46516	574-295-0105	No
Work One of St Joseph County	Business Serv Rep	851 So Marietta St, South Bend, IN 46618	574-237-9675	No
WAOR-FM company website		237 Edison Road, Mishawaka, IN 46545	574-258-5483	No
WBYT-FM company website		237 Edison Road, Mishawaka, IN 46545	574-258-5483	No
WTRC-AM company website		237 Edison Road, Mishawaka, IN 46545	574-258-5483	No
WTRC-FM company website		237 Edison Road, Mishawaka, IN 46545	574-258-5483	No
LinkedIn.com		LinkedIn.com		
Indeed.com		indeed.com		
Employee Referral				
Internal Employee				

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**5) Job Title:** Account Executive

**Referral Source(s) of Hiree:** 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)
Federated Media Job Fair				2	N
Indeed.com		Indeed.com		5	N
Employee Referral				2	N
LinkedIn.com		LinkedIn.com		1	N

**5) Job Title:** Morning Show Co-Host

**Referral Source(s) of Hiree:** Internal Employee

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
All Access		AllAccess.com		1	No
Internal Employee				3	No

**5) Job Title:** Production Director

**Referral Source(s) of Hiree:** 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		Indeed.com		5	N

**5) Job Title:** Traffic Assistant

**Referral Source(s) of Hiree:** 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		Indeed.com		4	N
Employee Referral				1	N

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5) **Job Title:** Account Executive

**Referral Source(s) of Hiree:** 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		Indeed.com		6	N
Employee Referral				3	
LinkedIn		LinkedIn.com		1	N

6) **Total # of Interviewees Referred:** For the period from March 23, 2019 through March 22, 2020, this Employment Unit interviewed 34 interviewees for full-time job vacancies.

7) **Supplemental Recruitment Initiatives.**

**(a) Initiative: Job Fair Attendance**

On April 3, 2019, Indiana University South Bend hosted a Career and Internship Fair on their South Bend, Indiana campus. The Events Coordinator attended. Event hours were from 12 pm through 3 pm. During that time, the Events Coordinator spoke to twenty-one (21) candidates regarding careers at Pathfinder Communications. Thirteen (13) people left their resumes for further consideration. Applicants were interested in sales, marketing, IT, copywriting, engineering, web and graphic design, administrative positions, HR and internships. Pathfinder Communications plans to further interview eight (8) candidates for possible internships and five (5) candidates for possible Account Executive positions.

**(b) Initiative: Job Fair Host**

On May 15, 2019, Pathfinder Communications hosted a Career and Job Fair at the Century Center in South Bend, Indiana. The event took place from 2 pm to 6 pm in Century Center Hall B. We hosted a total of twenty-eight (28) businesses at this event, which was open to the general public. Over two hundred (200) people attended. During that time, Pathfinder Communications spoke to over forty (40) interested individuals regarding a career at Pathfinder Communications. Nineteen (19) candidates left their resume for further consideration. Pathfinder Communications plans to further interview four (4) Account Executive candidates. Applicants were interested in sales, marketing, business administration, IT and Internships.

**(c) Initiative: Job Fair Attendance**

On September 18, 2019, Ball State University hosted a Career Fair on their Muncie, Indiana campus. The General Sales Manager attended. Event hours were from 11 am through 3 pm. One hundred and two (102) businesses were represented. The event was open to students and the general public. During the event, the General Sales Manager spoke to thirty-two (32) candidates regarding careers at Pathfinder Communications. Twenty-one (21) candidates left their resume for further consideration. Pathfinder Communications plans to further interview twelve (12) candidates for the Account Executive position. Applicants were interested in sales, marketing, business administration, video production, accounting and internships.

**(d) Initiative: Job Fair Attendance**

On September 16, 2019, Saint Mary's College hosted a Career Fair on their South Bend, Indiana campus. The General Sales Managers attended. Event hours were from 4:30 pm through 7 pm. Forty-Four (44) businesses were represented. The event was open to students and the general public. During the event, the General Sales Managers spoke to nine (9) candidates regarding careers at Pathfinder Communications. Seven (7) candidates left their resume for further consideration. Pathfinder Communications plans to further interview six (6) candidates for the sales executive position. Applicants were interested in sales internships.

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**(e) Initiative: Job Fair Attendance**

On September 25, 2019, Indiana University South Bend hosted a Career and Internship Fair at the Student Activities Center in South Bend, Indiana. The event took place from 12 pm to 3 pm. The Career Fair was open to students and the general public. The General Sales Manager attended. During the event, the General Sales Manager spoke to twenty-three (23) interested people regarding a career at Pathfinder Communications. Twenty (20) candidates left their resume for further consideration. Pathfinder Communications plans to further interview five (5) candidates for an Account Executive position. Applicants were interested in sales, engineering, graphics and internships.

**(f) Initiative: Job Fair Attendance**

On October 23, 2019, the Indiana Broadcasters Association hosted a career fair at 502 East Event Centre in Indianapolis, Indiana. The General Sales Manager attended. The event was open to the general public and students. The event took place from 4:45 pm until 6:30 pm. During the event, Pathfinder Communications spoke to fifteen (15) attendees, and twelve (12) candidates left their resumes for consideration. Seven (7) candidates were looking for an internship and five (5) were interested in sales.

**(g) Initiative: Job Fair Attendance**

On January 27, 2020, the General Sales Manager attended a Career Fair at Ball State University. The event was located at the Alumni Center in Muncie, Indiana. The event took place from 3 pm to 6 pm. Sixty-eight (68) businesses were represented. Students and the general public were invited to attend. During that time, the General Sales Manager spoke with twenty-two (22) people interested in a career at Pathfinder Communications. Ten (10) candidates left their resume with us for further consideration. We are planning to further interview two (2) candidates for possible employment.

**(h) Initiative: Job Fair Attendance**

On March 4, 2020, Indiana University South Bend hosted a Career and Internship Fair at the Student Activities Center in South Bend, Indiana. The event took place from 12 pm to 3 pm. One hundred and thirty- one (131) businesses were represented at this event. Students and the general public were invited to attend. The General Sales Manager attended. During this time, the General Sales Manager spoke to thirty-three (33) individuals regarding a career at Pathfinder Communications. Twenty-two (22) candidates left their resume for further consideration. Most candidates were finishing their degrees at Indiana University South Bend. Pathfinder Communications plans to talk to eight (8) candidates for an Account Executive position. Applicants were interested in sales, graphics and internships.