

W30CV-D
EEO PUBLIC FILE REPORT
August 1, 2019-July 31, 2020

I. VACANCY LIST

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

During the one-year period ending on July 31, 2020, the Employment Unit that is the subject of this report interviewed 0 people for 0 full-time vacancies.

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree

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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	Media Recruiter www.Mediarecruiter.com	No	0
2	Facebook.com www.Facebook.com/whhitv	No	0
3	LinkedIn.com www.linkedin.com	No	0
4	On-Air Announcements Thirty second spots placed on the station.	No	0
5	Open Interview Policy Anyone that is interested in working at the station will receive an interview at any time, whether the station has a specific opening or not.	No	0
TOTAL INTERVIEWEES OVER REPORTING PERIOD			0

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III. RECRUITMENT INITIATIVES

<u>Activity Classification</u>	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
5	Internship Program	The station has an extensive internship program that assists members of the community in acquiring skills necessary to obtain employment in the broadcast industry. The station works closely with the local universities and high schools to provide broad notice of its internship program. The internship program is ongoing year round. General Manager, Wayne Morris & Communications Manager Latia Nelson are in charge of this program. The station hosted 5 interns over this period, from the following Universities: USC Beaufort (3); Clemson University (1); and University of South Carolina (1).
1	Participation in Career Fair Hosted by Technical College of the Lowcountry	On Monday, November 18, 2019, station employment unit's Communications Director, Latia Nelson, attended a career fair hosted by the Technical College of the Lowcountry. The Communication Director has substantial responsibility in making hiring decisions for the station employment unit. While at the career fair, the Communication Director interviewed multiple graduating college students about potential opportunities for full-time employment, and met with undergraduate students to discuss potential opportunities for internships with the station.
1	Participation in Career Fair Hosted by Technical College of the Lowcountry	On Monday, December 2, 2019, station employment unit's Communications Director, Latia Nelson, attended a career fair hosted by the Technical College of the Lowcountry. The Communication Director has substantial

<u>Activity Classification</u>	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
		responsibility in making hiring decisions for the station employment unit. While at the career fair, the Communication Director interviewed multiple graduating college students about potential opportunities for full-time employment, and met with undergraduate students to discuss potential opportunities for internships with the station.
10	Participation in an event sponsored by educational institution relating to career opportunities in broadcasting	On February 11, 2020, the station employment unit's Communications Director, Latia Nelson, spoke with students at the University of South Carolina Beaufort about career opportunities in broadcasting, including by discussing potential employment with students at a recruitment table hosted by the station's employment unit.
14	Provision of Training to Management Level Personnel as to Methods of Ensuring Equal Opportunity and Preventing Discrimination.	Top-level management met and were trained on station efforts and methods to ensure equal opportunity and prevent discrimination. Thereafter, the General Manager sent a follow-up memo to all employees within the employment effort outlining the employment unit's efforts to ensure equal opportunity and prevent discrimination, including: (1) that the employment unit does not permit or sanction discrimination of any kind, (2) providing strategies for staying connected and welcoming in a diverse and multicultural community, (3) suggesting ways for the station's employment unit to be involved with community leaders and non-profit organizations, and (4) requesting that all members of the station employment unit continue to demonstrate opportunities in careers by aiding in the recruiting and education of interns and classes of students who have been invited for station tours, including by encouraging job shadowing in those contexts.
16	Open Interview Policy, Designed to Provide Opportunities for	The station's management consistently promotes and conducts employment interviews with any and all applicants, regardless whether

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	Broadcasting Employment to Those Who Might Not Otherwise Be Aware of Or Seek Such Opportunities	the station employment unit currently has a full-time vacancy. The station employment unit believes that this eliminates barriers to entry in the broadcasting industry that might otherwise impede individuals from seeking such employment—that any applicant can interview at any time with the station’s General Manager substantially broadens the applicant pool.

* For “Activity Classification” the employment unit uses numbers “1” through “16” in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.