

**WCVE-FM, WCVE-TV, WCVW(TV)
EEO PUBLIC FILE REPORT`
6/01/12-5/31/13¹**

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Corporate Support Consultant	1-4, 12, 20, 30-31	4

¹ This Report was modified in March 2015 to address reporting issues.

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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 12-month period
1	Richmond Times Dispatch Michelle Gillison PO Box 27775, Richmond, VA 23261-7775 (804) 649-6597	N	1
2	Richmond Times Dispatch Website(s) www.timesdispatch.com and/or www.monster.com	N	0
3	Commonwealth Public Broadcasting Corporation Website www.ideastations.org .	N	0
4	Internal Posting	N	1
5	Station Employee Referral	N	0
6	Non-Employee Referral	N	0
7	Virginia State University Dr. Rob Turner Box 9410, Petersburg, VA 23806 (804) 524-5211	N	0
8	Virginia Union University Joseph Lowe 1500 North Lombardy, Richmond, VA 23220 (804) 257-5656	N	0
9	Virginia Commonwealth University Career Center 907 Floyd Ave., Richmond, VA 23284-9026 (804) 828-1645	N	0
10	Virginia Association of Broadcasters Newsletter Publisher 630 Country Green Lane, Charlottesville, VA 22902 (434) 977-3716	N	0
11	AARP Carolyn Creighton 1806 Chantilly St., Suite 100 Richmond, VA 23230 (804) 355-3842	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
12	Corporation for Public Broadcasting Jobline http://stations.cpb.org/jobline Serena Wyckoff 401 Ninth St., NW, Washington, DC 20004 202-879-9764 jobboard@pbs.connect.org	N	0
13	Charlottesville Weekly 106 E Main St., Charlottesville, VA 22902 (434) 817-2749	N	0
14	Daily Progress Dana Hubbard 685 Rio Road W., Charlottesville, VA 22901 (434) 978-7297	N	0
15	The Hook 100 2nd St. NW, Charlottesville, VA 22902 (434) 295-8700	N	0
16	Virginia Employment Commission William Walton, Office Manager 5211 West Broad St., Richmond, VA 23230 804-662-9614	N	0
17	Walk-In/Self-Referral	N	0
18	NAACP Executive Director 214 E. Clay St., #302, Richmond, VA 21219 (804) 643-9207	N	0
19	Urban League of Greater Richmond Daniel Glenn 101 East Clay St., Richmond, VA 23219 (804) 643-5724	N	0
20	PBS Connect Fora –PBS Stations Intranet	N	0
21	www.diversityinc.com (in conjunction with the Richmond Times Dispatch)	N	0
22	TV Jerry www.tvjerry.com	N	0
23	America’s Job Bank & Virginia’s Job Bank www.careerconnect.state.va	N	0
24	Virginia Association of Fund Raising Exec., Inc. (VAFRE) Barbara Baker PO Box 29235, Richmond VA 23242-0235 (804) 648-0311	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
25	www.amfmtvonline.com B. Bryant	N	0
26	Connect Network www.connectnetwork.org/Richmond Nancy Stutts, PHD 205 West Franklin St., Richmond, VA 23220 (804) 827-2164	N	0
27	Craigslist http://richmond.kijiji.com/c-PostAd	N	0
28	Yahoo Hot Jobs www.hotjobs.com	N	0
29	Indeed (<i>not directly contacted by SEU</i>) www.indeed.com	N	0
30	Ebay www.ebayclassifieds	N	0
31	Urban Views (<i>in conjunction with the Richmond Times Dispatch</i>) http://urbanviewsweekly.com	N	0
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			2

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship program	During the Fall 2012 and Spring 2013 semesters, our SEU hosted an intern from Virginia Commonwealth University for a Social Media Internship. The intern assisted in posting to station Facebook and Twitter accounts, promoting radio and television programs, developing and tracking performance metrics and supporting our overall social media strategy. The intern was supervised by our Social Media Manager.
2	Participate in Job Fair	On September 26, 2012, our VP/General Manager of Central VA Radio attended the Virginia State University Career Fair in conjunction with the Virginia Association of Broadcasters, discussing careers in broadcasting with interested attendees as well as the Association's summer internship program.
3	Host events/programs for or on behalf of a community organization relating to careers in broadcasting	Throughout this reporting period, SEU personnel gave station tours to local scouting troops. During each of these tours, SEU personnel---including our Director of Programming, Director of Major Gifts, and VP Gen Manager of Programming & Production of Central VA---answered questions about public broadcasting and careers in the broadcast industry. The specific tour dates took place on 10/10, 11/7, 12/12, 12/28, 1/2, 2/27, 3/5, 3/27, 4/10 and 4/25.

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
4	Host events/programs for or on behalf of an educational institution relating to careers in broadcasting	<p>During the reporting period, the following personnel gave station tours and/or hosted job shadows for students from local educational institutions. During each of these tours, SEU personnel answered questions about public broadcasting and careers in the broadcast industry.</p> <p>June 1, 2012- Our Director of News/Public Affairs hosted a John Tyler Community College student for a job shadow day.</p> <p>June 29, 2012—Our CEO & VP of Development gave a tour to 16 students from the Summer Institute on Leadership and Public Service at St. Christopher’s School.</p> <p>July 25, 2012-Our Maintenance Engineering Supervisor gave a tour to Powhatan Junior High students from the Engineering and Student News Reporting camp.</p> <p>September 27, 2012-Our Director of Programming gave a tour for the Center for Communications from Varina High School. There were 25 juniors in broadcast production, journalism as well as teachers from the school.</p> <p>October 5, 2012-Our Director of Programming gave a tour to six Richmond Area Mensa Junior members/representatives.</p> <p>April 23, 2013-Our Social Media Manager gave a tour to students in a social media and journalism class from Virginia Commonwealth University.</p>