

**WLTJ(AM) and WMDH-FM  
EEO PUBLIC FILE REPORT  
April 1, 2019 – March 31, 2020**

**I. VACANCY LIST**

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

<b>Job Title</b>	<b>Recruitment Sources (“RS”) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
No Full-Time Positions were Filled During this Reporting Period.		

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

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
As Stated in Section I, No Full-Time Positions Filled During this Reporting Period.			

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**III. RECRUITMENT INITIATIVES**

	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description of Activity</b>
<b>1</b>	Participate in Job Fair	On September 17, 2019, our SEU participated in The Tipton County Career Readiness Council Career & Job Fair at the Tipton County 4H Building. Our SEU’s Market Manager and IT Manager attended this event and spoke with candidates from a large variety of backgrounds and explained careers in radio broadcasting, discussed current vacancies within the SEU, and accepted resumes from interested attendees.
<b>2</b>	Participate in Job Fair	On October 23, 2019, our SEU participated in the Indiana Broadcasters Association Fall Job Fair at The 502 East Event Centre in Carmel, IN. Our Market Manager, Director of Sales and Digital Sales Manager attended the event and answered questions about career opportunities in broadcasting, talked about current vacancies within the SEU, and accepted resumes from interested attendees.
<b>3</b>	Participate in Collegiate Career Expo	On November 4, 2019, our SEU participated in the Indiana University-Kokomo Cougar Career Fair at its Kokomo campus. The SEU’s Market Manager and Program Director attended the event and answered students’ questions about career opportunities in radio broadcasting as well as its on-going internship program and job openings within the SEU.

	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description of Activity</b>
4	Participate in Job Fair	<p>On March 28, 2020 our SEU was to participate in the Indiana Broadcasters Association Spring Job Fair at The 502 East Event Centre in Carmel, IN. However, because of the threats posed by the Coronavirus, Indiana Broadcasters Association transitioned its traditional, in-person Spring Career Fair to an on-line, Virtual Career Fair. Our Market Manager, Director of Sales and Digital Sales Manager took on-line appointments to speak to Candidates and answer questions about career opportunities in broadcasting, talked about current vacancies within the SEU, and accepted resumes from interested attendees.</p>
5	Promote Scholarship Program	<p>From January 30<sup>th</sup>, 2019 through February 14<sup>th</sup>, 2020, our SEU promoted the Indiana Broadcasters Association Foundation's Scholarship Program. The Market aired Public Service Announcements inviting students at IBA member colleges and universities studying broadcasting to apply for the IBA Foundation scholarship, for which we received a certificate of participation.</p>
6	Management-level training regarding methods of ensuring equal employment opportunity and prevention of discrimination and harassment	<p>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.</p>