

# EEO PUBLIC FILE REPORT

For Time Period 02-01-15 through 01-31-16

**For Station Unit Comprising WHTG-AM, WTHJ-FM, WBHX-FM, WWZY-FM, WKMK-FM, WBBO-FM**

## A. Full-Time Vacancies Filled During the Reporting Period and Recruitment Source Used

<u>Job Title</u>	<u>Date Filled</u>	<u>Recruitment Source</u>
Account Manager	2/9/15; 3/2/15; 5/18/15; 01/04/16	Employee Referral; Internal Promotion; Employee Referral; Internal Promotion
Air Talent	2/16/2015	All Access.com

### Positions that were filled by internal promotion, progression within company, or exigent circumstances:

Air Talent; Promotions Assistant FT	11/30/2015; 4/30/15	Internal Promotion
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## B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

(Prong 2 Requests listed below)

<u>Job Title</u>	<u>Account Manager</u>	<u>Date</u>	<u>Address</u>	<u>Phone No.</u>	<u>Interviewees Referred</u>
Prong 2	See below *	1/8/2015; 12/01/15	Various	Various	
Monmouth University Career Day	J. Mass	11/5/2014	400 Cedar Ave., W. Long Branch NJ 07764	732-571-3400	
Employee Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	3
New Jersey Broadcaster's Association	Paul Rotella	1/8/2015; 12/01/15	348 Applegarth Road, Monroe Township, NJ 08831	1-888-NJBA-FONE	
Company Websites	Human Resources Manager	1/8/2015; 12/11/15	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	1
Industry Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	
Internal Posting	Human Resources Manager	1/8/2015; 12/01/15	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	2
CareerBuilder.com	Gannett NJ Media Group	1/8/2015; 12/11/15	3600 Hwy 66, Neptune, NJ 07753	1-866-725-1501	2
NJ Department of Labor Job Bank	Jobs4Jersey.com's "OnRamp" Customer Support Team	12/1/2015	P.O. Box 110 Trenton, NJ 08625-0110	(609) 292-8581	

<u>Job Title</u>	<u>Air Talent</u>	<u>Date</u>	<u>Address</u>	<u>Phone No.</u>	<u>Interviewees Referred</u>
Prong 2	See below *	1/21/2015	Various	Various	
Monmouth University Career Day	J. Mass	4/2/2014; 11/5/14	400 Cedar Ave., W. Long Branch NJ 07764	732-571-3400	
Internal Posting	Human Resources Manager	1/21/2015	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	3
New Jersey Broadcaster's Association	Paul Rotella	1/21/2015	348 Applegarth Road, Monroe Township, NJ 08831	1-888-NJBA-FONE	
All Access	The All Access Group Info@allaccessgroup.com	1/22/2015	14520 Big Basin Way, Suite 246, Saratoga, CA 95070	408-257-6155	2
Company Websites	Human Resources Manager	1/21/2015	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	
Industry Referral	Human Resources Manager		1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	1
NJ Department of Labor Job Bank	Jobs4Jersey.com's "OnRamp" Customer Support Team	1/21/2015	P.O. Box 110 Trenton, NJ 08625-0110	(609) 292-8581	

**\* Prong 2 Organizations:**

Wendy Sturgeon, Mercer County One Stop Career Center  
 650 South Broad Street  
 Trenton, NJ 08650  
 Phone: 609-278-4899  
 E-Mail Address: wsturgeon@mercercounty.org

Adam Goodman  
 Goods Entertainment  
 PO Box 1266  
 Weston, CT 06883  
 Phone: 203-341-0111  
 E-Mail Address: adam@goodsentertainment.com

Sandra Severini  
 Beau Campus Recruiter  
 1590 Bullard Place  
 South Plainfield, NJ 07080  
 Phone: 908-755-6003  
 E-Mail Address: BeauCampusRecruiter@gmail.com

Scott Russell  
 My Air Check  
 4912 Golfgate Lane NW  
 St. James City FL 33956  
 Tel: 1-804-740-1374  
 Email Address: registration@myaircheck.com

Stuart Goldberg  
 New York State Department of Labor  
 Division of Employment Services  
 138-60 Barclary Avenue  
 Flushing, NY 11355  
 Phone: (718) 321-6307  
 E-Mail Address: Stuart.Goldberg@Labor.State.Ny.Us

NOW  
 3460 Buford Highway NE  
 Apartment D2  
 Atlanta, GA 30329  
 Phone: 404-321-9199  
 E-Mail Address: Hrctsthm@aol.com

Alison Doyle  
 Monmouth County Arts Council  
 107 Monmouth Street, Suite 3  
 Red Bank, NJ 07701  
 Phone: 732-212-1890  
 Email Address: ad@monmouthartsCouncil.org

**C. Total Number of Persons Interviewed for all Full-Time Positions Filled During Reporting Period - 14**

**D. Total Number of Interviewees for All Full-Time Vacancies Filled During Recruitment Period Per Recruitment Source:**

Source	Contact	Address	Phone No.	Interviewees
				Referred
Internal Posting	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	5
Industry Referral	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	1
Company Websites	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	1
CareerBuilder.com	Gannett NJ Media Group The All Access Group	3600 Highway 66, Neptune, NJ 07753	1-866-725-1501	2
All Access	Info@allaccessgroup.com	14520 Big Basin Way, Suite 246, Saratoga, CA 95070	408-257-6155	2
Employee Referral	Human Resources Manager	1329 Campus Parkway, Neptune, NJ 07753	732-751-1119	3
			<b>Total</b>	<b>14</b>

## OUTREACH INITIATIVES 02-01-15 THROUGH 01-31-16

1. **Participation in events or programs sponsored by educational institutions relating to career opportunities in broadcasting**  
Description: Monmouth University Career Event Networking and Internship Fair. University invites broadcasting companies to network and participate in panels designed to give students insight as to how individuals attained their business success. Students are encouraged to meet with company representatives to network.  
Participants: Program Director  
Date: 03/02/15
2. **Participation in Job Fairs by Unit Personnel who have substantial responsibility in the making of hiring decisions**  
Description: Monmouth University Job Fair, 400 Cedar Avenue, West Long Branch, NJ 07764  
Participants: Human Resources Manager; Promotions Manager; Promotions Coordinator; Digital Manager  
Date: 04/08/15  
Attendance at job fair to recruit for open positions and promotion of and recruitment for Company's Internship Program.
3. **Sponsorship of events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting**  
Description: Gave studio tours at 2355 West Bangs Avenue, Neptune, NJ 07753. Promotions Department facilitates the tours, which includes tours of the studios. Questions are taken at the end of the tour.  
Participants: Promotions Manager; Promotions Coordinator  
Date: 03/19/15
4. **Sponsorship of events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting**  
Description: Gave studio tours at 2355 West Bangs Avenue, Neptune, NJ 07753. Promotions Department facilitates the tours, which includes tours of the studios. Questions are taken at the end of the tour.  
Participants: Promotions Manager; Promotions Coordinator  
Date: 3/27/15
5. **Sponsorship of events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting**  
Description: Gave studio tours at 2355 West Bangs Avenue, Neptune, NJ 07753. Promotions Department facilitates the tours, which includes tours of the studios. Questions are taken at the end of the tour.  
Participants: Promotions Manager; Promotions Coordinator  
Date: 04/16/15
6. **Sponsorship of events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting**  
Description: Gave studio tours at 2355 West Bangs Avenue, Neptune, NJ 07753. Promotions Department facilitates the tours, which includes tours of the studios. Questions are taken at the end of the tour.  
Participants: Promotions Manager; Promotions Coordinator  
Date: 5/15/15
7. **Participation in Scholarship Program designed to assist students interested in pursuing a career in broadcast communications**  
Description: B98.5 / Press Communications Scholarship  
Participation: Human Resources Manager  
Date: Spring 2015  
Company donates \$1,000 to Southern Regional High School District with the stipulations that the student must be entering field of broadcasting or journalism.
8. **Establishment of Internship Program designed to assist members of the community in acquiring skills needed for broadcast employment. (College Level)**  
Description: Internship Program  
Participants: Human Resources Manager; Director of Marketing; Promotions Directors, Promotions Coordinators  
Date: Summer 2015  
Internship and provides valuable insight into the promotions area as well as other areas of employment within radio.

9. **Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination**  
 Description: Society of Human Resources “Reinvent Work” webcast  
 Participants: Human Resources Manager  
 Date: 02/27/2015
  
10. **Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination**  
 Description: Jersey Shore Association of Human Resources meeting on “Micro Inequities in the Workplace: What Are They and Why Do They Matter?”  
 Participants: Human Resources Manager  
 Date: 10/15/15  
 Attended Networking meeting with the above presentation included.
  
11. **Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination**  
 Description: Society of Human Resources “The Future of Diversity and Inclusion: Next Practices” webcast  
 Participants: Human Resources Manager  
 Date: 12/30/2015
  
12. **Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination**  
 Description: Society of Human Resources “Developing Women for Leadership Roles” webcast  
 Participants: Human Resources Manager  
 Date: 12/30/2015
  
13. **Participation in Job Fairs by Unit Personnel who have substantial responsibility in the making of hiring decisions**  
 Description: Monmouth University Job Fair, 400 Cedar Avenue, West Long Branch, NJ 07764  
 Participants: Human Resources Manager; Promotions Manager; Promotions Supervisor  
 Date: 11/04/15  
 Attendance at job fair to recruit for open positions and promotion of and recruitment for Company’s Internship Program.
  
14. **Participation in other activities reasonably calculated by the unit to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities**  
 Description: NJBA PSA’s  
 Participants: Station PDs/Traffic Manager  
 Date: Ongoing  
 The stations play (on an ongoing basis) New Jersey Broadcasters Association PSA’s encouraging organizations to contact the radio stations to request to be added to a list of organizations who receive notifications of jobs as they open up at the station.
  
15. **Establishment of training programs designed to enable unit personnel to acquire skills that could qualify them for high level positions**  
 Description: Second Street Promotions Summit  
 Participants: General Sales Manager; Digital Manager; Director of Marketing; Program Director  
 Date: 06/08/15 and 06/09/15
  
16. **Establishment of training programs designed to enable unit personnel to acquire skills that could qualify them for high level positions**  
 Description: Radio Advertising Bureau’s Professional Development RMP Developmental Courses  
 Participants: Account Manager (NA)  
 Date: 03/2015
  
17. **Establishment of training programs designed to enable unit personnel to acquire skills that could qualify them for high level positions**  
 Description: Radio Advertising Bureau’s Professional Development RMP Developmental Courses  
 Participants: Account Manager (KG)  
 Date: 03/2015
  
18. **Establishment of training programs designed to enable unit personnel to acquire skills that could qualify them for high level positions**  
 Description: Radio Advertising Bureau’s Sales Manager/CRSM class  
 Participants: General Sales Manager  
 Date: 03/04/15 through 03/06/15

19. **Participation in job banks, internet programs and other programs designed to promote outreach generally (i.e. that are not primarily directed to providing notification of specific job vacancies)**

Description: Joined New Jersey Career Center Consortium

Participants: Human Resources Manager; Marketing Manager

Date: 2015-2016

Provides employers with resources and experiences for recruiting and develop a personal brand with colleges and universities.