



WEST VIRGINIA RADIO CORPORATION OF Raleigh EEO PUBLIC FILE REPORT JUNE 2021 - May 2022
WJLS-FM, WJLS-AM

A. Full-Time Vacancies Filled During Past Year

1. Job Title: General Sales Manager	Date Filled: 06/28/2021
2. Job Title: Account Executive	Date Filled: 07/19/2021
3. Job Title: Account Executive	Date Filled: 03/07/2022
4. Job Title: General Sales Manager	Date Filled: 05/16/2022

B. Recruitment/Referral Sources Used to Seek Candidates for Each Vacancy

1. Job Title: Sales Manager		Date Filled: 06/28/2021			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	Online	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418	7	
Internal Postings	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	1	1
West Virginia Broadcaster's Assoc.	Michelle Crist	mcrist@wvba.com	304-744-2143		
WV Radio Corporation Website	Patrick Rinehart	wvradio.com/careers	304-554-3900		
Raleigh County Chamber of Commerce	chamber@brccc.com	245 N. Kanawha St., Beckley, WV 25801	304-252-7328	1	
Linked In	www.linkedin.com	jobs-listings@linkedin.com	Online only		
Fairmont State University	Meagan Gibson	1201 Locust Ave., Fairmont, WV	304-333-3665		
Ohio Media School	Alvis James Moore	5330 East Main St., Columbus, OH	614-655-525- x 5106		
American Broadcasting School	Michelle CMcConnell	4511 SE 29th St., Oklahoma City, OK	405-673-6511		
WV Division of Rehabilitation Services	Linda Lutman	1415 Earl Core Rd., Morgantown, WV	304-285-3155		
Division of Rehabilitation Services	Jeffrey Kester	153 W. Main St. Suite F Clarksburg, WV	304-625-6044		
2. Job Title: Account Executive		Date Filled: 07/19/2021			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	Online	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418	6	
Internal Postings	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	1	1
West Virginia Broadcaster's Assoc.	Michelle Crist	mcrist@wvba.com	304-744-2143		
3. Job Title: Account Executive		Date Filled: 03/07/2022			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	Online	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418		
Internal Posting	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	4	1
West Virginia Broadcaster's Assoc.	Michelle Crist	mcrist@wvba.com	304-744-2143		
4. Job Title: Sales Manager		Date Filled: 05/16/2022			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	Online	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418		
Internal Posting	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	1	
Concord University Job Fair	www.concord.edu	1000 Vermillion St. Athens, WV 24712	888-344-6679	1	1
West Virginia Broadcaster's Assoc.	Michelle Crist	mcrist@wvba.com	304-744-2143		
Inside Radio	www.insideradio.com	www.insideradio.com	Online only	1	
Pink Jobs	Kelly Ayersman	www.pink-jobs.com	Online only		
WVRC Website	Kelly Ayersman	260 Spruce St. Morgantown, WV 26505	304-554-3900		
Linked In	Kelly Ayersman	jobs-listings@linkedin.com	Online only		

C. Total Number of persons interviewed for all full-time Vacancies filled during the past year : 23

D. Outreach Activities

- Announcements were placed on all station websites notifying organizations of their right to request information on job openings
- Internship program - We participated in the internship program. We had a college student from WV Wesleyan College intern 06/01/2021 - 08/01/2021 that resulted in a part-time hire.
- Corporate HR Liason/Assistant to the President attended FCC's Broadcasting Seminar on February 24, 2022 at 1pm on Zoom
- Corporate HR Liason/Assistant to the President and Corporate Credit Manager attended the WVBA's EEO Certification Seminar presented by Jackson Kelly on April 2, 2022 at 1:30pm
- April 2, 2022. 10a-11:30a. Corporate Sponsored Classes to train lower level employees skills needed to enhance and promote their career. This class was on News and News Reporting and also a writing seminar given by our VP of Operations and Head of MetroNews. We had roughly 22 attendees. Attendees represented every market at WVRC.
- April 2, 2022. 11:45am-1:00pm. Corporate Sponsored Classes to train lower level employees skills needed to enhance and promote their career. This class was on New Media and Digital expansion as well as scheduling for our folks in operations. This was headed up by our Corporate VP of Content. We had roughly 18 attendees. Attendees represented every market at WVRC.
- Corporate HR Liason/Assistant to the President attended Fairmont State University's Spring Job Fair on March 17, 2022 from 8am-2pm. Many discussions about Broadcasting, Digital Marketing, and Sales were covered with approximately 50+ students.
- Corporate HR Liason/Assistant to the President participated in Bluefield State College's 33rd Annual Spring Employment Fair on April 6, 2022. Job opportunities and broadcasting in general is discussed with interested parties. This event allows Students to contact you over a 3 day period.
- Corporate HR Liason/Assistant to the President participated in the Mineral County Virtual Job Fair for Highschool Seniors and Vo-Tech Students. Job opportunities and overall discussions on broadcasting were discussed. This was on April 28,2022. This virtual event allows students to contact you over a 3 day period.
- Corporate Promotions Director and two On-Air Personalities participated in the Career Day at Taylor County Middle School. They spoke on jobs in broadcasting and what happens behind the scenes at a Radio Studio. They were there from 8am-2pm. This was on November 5, 2021
- Corporate Promotions Director and a Local Sales Manager of WVRC Media co-hosted a Media Day for the Leadership Monongalia group. Jobs about broadcasting were discussed as well as a tour of the facilities. This was on November 19,2021.
- Corporate Credit Manager/Market Manager and a Sales Representative attended the Summersville Area Chamber of Commerce Member Showcase/Job Fair on 5/14/22. Jobs about broadcasting and digital marketing were discussed with attendees. The event went from 11am-5pm.
- Business Manager attended a job fair at Concord University and distributed information about employment and internship opportunities with WVRC Media. Jobs in broadcasting were discussed with interested parties. Job Fair resulted in a new hire.
- An Upper Level Job opening of General Sales Manager was posted in pinkjobs.com job bank in which women and minorities are targeted for upper level positions. This job was posted on 3/24/22.