

## **EEO PUBLIC FILE REPORT**

This Report covers full-time vacancy recruitment data for the period June 1<sup>st</sup>, 2020 through May 31<sup>st</sup>, 2021. This EEO Public File Report is filed in the Public Files of WJER and is simultaneously placed on the station's internet website (www.WJER.com), pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's (FCC) Rules.

WJER Radio, LLC is an Equal Opportunity Employer and has an "open application" policy. We welcome anyone at anytime during our normal business hours to fill out an application for employment. Applications are available during regular business hours 8:30 AM to 5:00 PM, Monday through Friday, except holidays. Our office is located at 646 Boulevard, Dover, OH 44622.

- 1) **Licensee:** WJER Radio, LLC
- 2) **Stations in Market Area:** WJER (AM/FM), Dover-New Philadelphia, OH
- 3) **EEO Contact Information for Licensee:**

Mailing Address:	Telephone Number:	Contact Person:	Email Address:
646 Boulevard Dover, OH 44622	330-343-7755	Amy Smith	Amy@wjer.com

- 4) **List all Full-time Job Vacancies Filled by Station in the Market Area:**

<u>Job Title</u>	<u>Recruitment Source Referring Hiree</u>
1. N/A	
2. N/A	
3. N/A	

- 5) **Job Title:** **Referral Source(s) of Hiree:**

Name of Organization Notified of Job Vacancy:	Contact Person:	Address:	Telephone Number: *contact preference	Did Recruitment Source Request Notification? (Yes or No)
N/A				

- 6) **Job Title:** **Referral Source(s) of Hiree:**

Name of Organization Notified of Job Vacancy:	Contact Person:	Address:	Telephone Number: *contact preference	Did Recruitment Source Request Notification? (Yes or No)
N/A				

**WJER is an Equal Opportunity Employer**

**7) Job Title:**

**Referral Source(s) of Hiree:**

Name of Organization Notified of Job Vacancy:	Contact Person:	Address:	Telephone Number: *contact preference	Did Recruitment Source Request Notification? (Yes or No)
N/A				

**8) Total # of Interviewees Referred by Each Source:** For the period from June 1<sup>st</sup>, 2019 through May 31<sup>st</sup>, 2020, the Licensees interviewed **NO** interviewees for full-time job vacancies. These Interviewees were referred by the following sources:

**Recruitment Source**

**Total Number of Interviewees Referred**

(1) On-Air Radio Advertisements	0
(2) Referrals	0
(3) Internal Promotions	0
(4) Internal Bulletin Board Posting	0
(5) Stations Website	0
(6) Walk-ins	0

**9) Supplemental Recruitment Measures:**

**(a) Job Fairs**

Description of Supplemental Recruitment Measure:	Date:	Personnel Involved: (Position)
Thursday, May 6 <sup>th</sup> , 2021 WJER co-sponsored a virtual job fair with OhioMeansJobs Tuscarawas County, Goodwill Industries, the Tuscarawas County Chamber of Commerce, and U.S. Congressman Bob Gibbs. The virtual job fair featured 62 employers and many job seekers. WJER Radio promoted the job fair for three weeks prior to the event. Due to Covid a live broadcast wasn't possible so we hosted employers on our morning show via phone on the day of the job fair. WJER made available applications for part time positions and internships at the station to job fair attendees. Our pre-promotion took the form of radio, print, and digital announcements. It was also a featured story on WJER's news throughout the day as well as WJER.com.	Friday, May 10 <sup>th</sup> , 2021	Mandy Garver – Sales Manager Ryan Pastircak – Announcer Michele Spring – Announcer Carrie Williams – Admin Assistant Amy Smith - GM

**(b) General Outreach Efforts**

Description of Supplemental Recruitment Measure:	Date:	Personnel Involved: (Position)

<p>WJER Radio maintains a close working relationship with OhioMeansJobs to give area employers and educational institutions the opportunity to recruit potential job applicants and provide answers to questions regarding specific available job opportunities. Amy Miller of OhioMeansJobs called the WJER studio every Monday at 3:15 p.m. to discuss the “Hot Job of the Week,” which highlights an available job opportunity in our area and promotes general employment opportunities and services available to area residents. The “Hot Job” is also posted on the homepage of our website, www.WJER.com, where it remains available for easy public reference for a full week until it is updated with the next “Hot Job of the Week.” WJER is an Equal Opportunity Employer and coordinates this regular feature as part of our ongoing Equal Opportunity program to reach as wide and diverse populations of our market service area as possible.</p>	<p>(Weekly)</p>	<p>Amy Smith – General Manager Mandy Garver – Sales Manager Kelly Kyle – Announcer</p>
<p>WJER Radio is committed to promoting awareness of career opportunities in radio broadcasting and the recruitment of candidates for job opportunities when positions become available at our station. We communicate with students interested in radio broadcasting during Career Day programs at area high schools. We participate in mentoring programs when educational institutions ask us to host a student who is interested in radio broadcasting. We do our best to accommodate as many of those individuals as possible from various area educational institutions. Additionally, we maintain close relationships with Kent State University Tuscarawas, Kent State Main, the University of Akron, and Mount Union College by either hosting or presenting programs to students interested in broadcasting careers. When we have job opportunities, we notify those schools along with other institutions of higher education within our region of the state.2020-21 reduced some of these typical efforts due to Covid protocol, however.</p>	<p>(Ongoing)</p>	
<p>WJER works closely with community groups and organizations to promote their equal opportunity initiatives within our community, and they assist us with forwarding our efforts as an Equal Opportunity Employer. We maintain regular contact with the American Association of University Women and the Minority Employment Readiness Committee (MERC), which keeps us aware of issues of concern to women and minorities as well as helping us maintain an avenue for potential job applicants.</p>	<p>(Ongoing)</p>	
<p>When job opportunities become available at our station, we contact area high schools, institutions of higher education, and community groups to advertise those opportunities using regional daily and weekly newspaper classifieds. We also promote</p>	<p>(Ongoing)</p>	

**WJER is an Equal Opportunity Employer**

the openings on our station and list them on our website. The job opening is also listed with the Ohio Association of Broadcasters and the Ohio Associated Press.		
---	--	--

**(c) Participation in Events**

Description of Supplemental Recruitment Measure:	Date:	Personnel Involved: (Position)
<p>WJER partners with area high schools and colleges to host students during their internship programs. They are students who are interested in pursuing careers in radio journalism and audio production. The programs vary in length, during which time the students have opportunities to shadow news reporters and other staff as well as complete hands-on, supervised tasks. Some schools mandate students complete specific guidelines as part of graduation requirements.</p>	<p>Various dates – 2020 was unavailable due to Covid. Student shadow program was held virtually in April of 2021 by opening Q&amp;A up to students to address our staff with questions about broadcasting careers.</p>	<p>Amy Smith – General Manager Hannah Hubbard – Community Relations &amp; Special Events Director</p>
<p>General Manager Amy Smith participated in a Zoom interview for Conotton Valley High School’s Communications and broadcasting class. Instructor Shanna Burky discussed with Smith how students could best prepare for a career in broadcasting and what the management side of the business entails. Smith invited interested students to contact her with questions or for possible shadow/internship opportunities.</p>	<p>October 2020</p>	<p>Amy Smith, General Manager</p>
<p>WJER supplied Conotton Valley High School’s Communications and Broadcasting class with examples of station liners, IDs and jingles as part of an exercise in which they worked on their own creative content, helping to inspire young talent to pursue careers in broadcasting.</p>	<p>December 2020</p>	<p>Amy Smith, General Manager</p>

**(d) Training Management Personnel**

Description of Supplemental Recruitment Measure:	Date:	Personnel Involved: (Position)
<p>Various OAB sponsored webinars</p>	<p>Monthly</p>	<p>Amy Smith, GM</p>
<p>OAB Diversity and Inclusion Workshop</p>	<p>May 2020</p>	<p>Hannah Hubbard, Community Events &amp; Relations Coordinator</p>