

**WEST VIRGINIA RADIO CORPORATION OF Raleigh EEO PUBLIC FILE REPORT JUNE 2019 - May 2020
WJLS-FM, WJLS-AM**

A. Full-Time Vacancies Filled During Past Year

1. Job Title: Digital Sales Specialist	Date Filled: 10/07/2019
2. Job Title: News Director	Date Filled: 02/04/2020
2. Job Title: Account Executive	Date Filled: 03/16/2020

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

1. Job Title: Digital Sales Specialist Date Filled: 10/07/2019

Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	www.indeed.com	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418	2	1
Internal Posting	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	1	
WVBA	Michelle Crist	mcrist@wvba.com	304-744-2143		
WV Workforce	Cindy Adkins	cadkins@rossprov.com	304-253-5500		
All Access	www.allaccess.com	www.allaccess.com	310-457-6616		
Valley College	Peggy Janney	120 New River Town Center Suite C Beckley, WV 25801	304-252-1694		
TV and Radio Jobs	tvandradijobs.com	www.tvandradijobs.com	Online only		
Concord University Career Center	collegecentral.com/concord	www.collegecentral.com/concord	Online only		
WVU College Mountaineer TRAK	Handshake	https://handshake@m.joinshake.com	Online only		

2. Job Title: News Director Date Filled: 02/04/2020

Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	www.indeed.com	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418	4	1
Internal Posting	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	1	
WVBA	Michelle Crist	mcrist@wvba.com	304-744-2143		
WV Workforce	Cindy Adkins	cadkins@rossprov.com	304-253-5500		
All Access	www.allaccess.com	www.allaccess.com	310-457-6616		
Journalism Jobs	journalismjobs.com	www.journalismjobs.com	510-508-7386		
TV and Radio Jobs	tvandradijobs.com	www.tvandradijobs.com	Online only	1	
Concord University Career Center	collegecentral.com/concord	www.collegecentral.com/concord	Online only	1	
WVU College Mountaineer TRAK	Handshake	https://handshake@m.joinshake.com	Online only		
On-Air WJLS	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311		

2. Job Title: Account Executive Date Filled: 03/16/2020

Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Indeed	www.indeed.com	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418	2	1
Internal Posting	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley, WV	304-253-7311	1	
WVBA	Michelle Crist	mcrist@wvba.com	304-744-2143		
WV Workforce	Cindy Adkins	cadkins@rossprov.com	304-253-5500		
All Access	www.allaccess.com	www.allaccess.com	310-457-6616		
TV and Radio Jobs	tvandradijobs.com	www.tvandradijobs.com	Online only		
Concord University Career Center	collegecentral.com/concord	www.collegecentral.com/concord	Online only		
WVU College Mountaineer TRAK	Handshake	https://handshake@m.joinshake.com	Online only		

C. Total Number of persons interviewed for all full-time Vacancies filled during the past year : 13

D. Total Number of Interviewees for All Full-Time Vacancies Filled During The Past Year Per Recruitment/Referral Sources:

Referral Source	Contact Person	Address	Tel#	# of Interviewees	# of Hires
Indeed	www.indeed.com	460 West Ave. Suite 2002 Stamford, CT 06902	203-564-2418	8	3
Internal Posting	Kim Kincaid	101 N. Kanawha St. 4th Fl. Beckley	304-253-7311	3	0
TV and Radio Jobs	tvandradijobs.com	www.tvandradijobs.com	Online only	1	
Concord University Career Center	collegecentral.com/concord	www.collegecentral.com/concord	Online only	1	

E. Outreach Activities

Announcements were placed on all station websites notifying organizations of their right to request information on job openings ** Entitled organizations are noted above **
 An internship program is offered to bring awareness to job opportunities in broadcasting available at WVRC.
 General Manager attended a job fair at Valley College on 11/22/19 and distributed information about employment and internship opportunities with WVRC.
 News Director attended the Erma Byrd Technical Center's WV Higher Education Policy Commission Job and Resource Fair and distributed information about employment with WVRC.
 Radio spots were aired on WJLS-FM and WJLS-AM notifying public of a news position opening.
 2 Recruitment events scheduled we were scheduled to attend cancelled due to COVID-19