

**LIST OF ALL FULL-TIME JOBS FILLED  
FOR THE 12 MONTH PERIOD OF APRIL 1, 2017 through MARCH 31, 2018**

*Complete this worksheet continuously every time a vacancy is filled.*

Job Title: Administrative Assistant Date Filled: 4/17/2017

Job Title: Sales Date Filled: 7/17/2017

Job Title: Sales Date Filled: 7/19/2017

Job Title: Sales Date Filled: 2/1/2018

Job Title: Show Host Date Filled: 2/5/2018

Job Title: Sales Date Filled: 2/13/2018

Job Title: Sales Date Filled: 2/22/2018

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

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Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*



**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 7/17/2017 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ TAB/Radio Institute \_\_\_\_\_

\* \* \* \* \*

**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>2017-2018 EEO Contact List</b>	
AllAccess.com Post dated 4/21/2017 & 7/21/2017	
Careerpage.org Post dated 4/21/2017 & 7/7/2017	
Indeed.com Post dated 4/21/2017 & 7/7/2017	
Post on 1029thebuzz.com	

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**YEARLY TOTAL NUMBER OF INTERVIEWEES  
AND TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH  
RECRUITMENT SOURCE**

*Complete this worksheet on the anniversary date of the renewal filing due date using the Tally of Interviewee Sources for Each Full-Time Vacancy (Page 16)*

Yearly Period Beginning: 2017 Ending: 2018

Total Number of Persons Interviewed for Full-Time Vacancies: 33

Total Number of Interviewees Referred by Each Recruitment Source:

Recruitment Source Name	Total Number of Interviewees
Station Websites	7
Current Contracted Employee	4
Industry Referral	3
Walk Ins	3
Indeed.com	2
Radio Ads on Stations	2
TAB Radio Talent Institute	2
Employee Referral: Braden Gall	1
Employee Referral: Bud Walters	1
Employee Referral: Jana Hampton	1

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Recruitment Source Name	Total Number of Interviewees
Employee Referral: Jason Fitz	1
Employee Referral: Ryan Porth	1
Employee Referral: Tom English	1
Former Employee	1
SportsRadioPD.com	1
Station Intern	1
Vendor Referral	1

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*

**SUMMARY DESCRIPTION OF  
SUPPLEMENTAL OUTREACH INITIATIVES**

*Complete this form to summarize the activities compiled on the Description of Supplemental Outreach Initiatives worksheets (page 16). Stations required to engage In four initiatives should use an additional sheet to include remaining initiatives.*

**2/4 YEAR PERIOD BEGINNING** April 1, 2017 **AND ENDING** March 31, 2018

Specify First Initiative: Annual Management Meeting July 9<sup>th</sup>-July 11<sup>th</sup>, 2017

Describe activities undertaken to fulfill that initiative: Bud Walters (President of The Cromwell Group Inc and Affiliates), Market Managers, Business Managers, Programmers and Digital Staff attended a three day meeting discussing topics related to company policies on Non-Discrimination policies, and EEO. Doug Pierce, HR Attorney, attended to provide Training on these policies.

Specify Second Initiative: National Career Fairs April 6, 2017, June 29, 2017 August 10, 2017, and October 17, 2017

Describe activities undertaken to fulfill that initiative: Station was a sponsor of the National Career Fair job fairs held in Nashville on April 6, 2017, June 29, 2017, August 10, 2017 and October 17, 2017. Tincy Crouse and Christina Bostick were in attendance to receive applications and discuss available jobs with the station.

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**SUMMARY DESCRIPTION OF**

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**2/4 YEAR PERIOD BEGINNING April 1, 2017 AND ENDING March 31, 2018**

Specify Third Initiative: **May 15-24, 2017 TAB Radio Talent Institute**

Describe activities undertaken to fulfill that initiative: Bud Walters (President), spoke at  
the TAB Radio Talent Institute held at the University of Tennessee, Knoxville. The Radio  
Talent Institute is designed for young professionals to learn about the radio industry.

Specify Fourth Initiative: **July 17-26, 2017 KBA Radio Talent Institute**

Describe activities undertaken to fulfill that initiative: Bud Walters, (President), spoke at  
The KBA Radio Talent Institute held at the Western Kentucky University. The Radio  
Talent Institute is designed for young professionals to learn about the radio industry.

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**2/4 YEAR PERIOD BEGINNING** April 1, 2017 **AND ENDING** March 31, 2018

Specify Fifth Initiative: July 31-August 9, 2017 MBA Radio Talent Institute

Describe activities undertaken to fulfill that initiative: Bud Walters, (President), spoke at

The MBA Radio Talent Institute held at the Northwest Missouri State University. The Radio

Talent Institute is designed for young professionals to learn about the radio industry.

Specify Sixth Initiative: St. Andrew’s Sewanee School Station Tour and Orientation

Describe activities undertaken to fulfill that initiative: 10 students from St. Andrew’s

Sewanee School came to the station to tour the facility and learn about radio from station

personnel. Bayard Walters, President, works closely with the schools radio station to help them

with operations and compliance.

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**2/4 YEAR PERIOD BEGINNING** April 1, 2017 **AND ENDING** March 31, 2018

Specify Seventh Initiative: Annual Internship Program

Describe activities undertaken to fulfill that initiative: Each year WYCQ, Inc. accepts interns in the programming and promotions department to help students learn about radio and fulfill the required field work to earn a degree in their chosen field of study. Interns also have the ability to apply for employment with the station upon completion of their internship and or graduation.

Specify Eighth Initiative: \_\_\_\_\_

Describe activities undertaken to fulfill that initiative: \_\_\_\_\_

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**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

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Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 7/17/2017 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ TAB/Radio Institute \_\_\_\_\_

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Recruitment Source for Actual Hire: \_\_\_\_\_ Employee Referral: Tom English \_\_\_\_\_

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Title for Vacancy: \_\_\_\_\_ Show Host \_\_\_\_\_ Date Vacancy Filled: 2/5/2018

Recruitment Source for Actual Hire: www.sportsradiopd.com

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Describe activities undertaken to fulfill that initiative: \_\_\_\_\_

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# 2016-2017 Job Posting List

Company	Contact	E-Mail	Address	City State Zip
Murray State	Ray Karraker	msu.careerservices@murraystate.edu	100 Oakley Applied Science Bldg	Murray, KY 42071
Austin Peay	Amanda L Walker	careerservices@apsu.edu	Morgan University Center, Room 201 PO Box 4637	Clarksville, TN 37044
Trevecca	Nicole Hubbs	nhubbs@trevecca.edu	333 Murfreesboro Rd.	Nashville, TN 37210
Lipscomb	Monica Wentworth	careerdevelopment@lipscomb.edu	One University Park Dr. Bennett Campus Center Suite 120	Nashville, TN 37204
Volunteer State Community College	Dr. Rick Parrent	rick_parrent@volstate.edu	1480 Nashville Pike	Gallatin, TN 37066
TAB	Brenda Heidt	brenda@tabtn.org	2 International Plaza Dr. Suite 902	Nashville, TN 37217

## Companies Requesting Job Postings

Company	Contact	E-Mail	Address	City State Zip
The Art Institute of Tennessee-Nashville	Hannah Trea Career Services Advisor	htrea@aii.edu	100 Centerview Dr. Suite 250	Nashville, TN 37214
Belmont	Patricia Jacobs	careerdevelopment@belmont.edu	1900 Belmont Blvd Gabhart Student Center 2nd Floor	Nashville, TN 37212
MTSU	La'Endia Buchanan	career@mtsu.edu	KUC Room 328 MTSU BOX 02	Murfreesboro, TN 37132