

EEO Public File Report

For the reporting period between June 1, 2016 – May 31, 2017
Prepared by: Kevin Krueger, VP and General Manager for WGTS 91.9

Call Sign	Facility ID Number	Type of Station	Location-City/State	LMA
WGTS	12460	FM	Takoma Park, MD	No

A. The following is the list of all vacancies for full-time jobs during the reporting period:

	Job Title	Date Open	Date Filled	Recruitment Source	Interviews Conducted from Recruitment Source
1.	Senior Accountant	7/28/16	11/30/16	1	7
2.	Afternoon Host	4/14/15	01/09/17	2	6
4.	Afternoon Co Host	06/13/16	01/09/17	2	1

B. During the reporting period, the following recruitment sources were contacted as vacancies for the job opened:

	Recruitment Source	Address	Contact Person	Telephone Number
1.	Washington Adventist University	7600 Flower Avenue Takoma Park, MD 20912	Rythee Jones, HR	301-891-4000
2.	WGTS Website	7600 Flower Avenue Takoma Park, MD 20912	Kevin Krueger	301-891-4200
3.	North American Division of Seventh-day Adventists	12501 Old Columbia Pike Silver Spring, MD 20904	HR	301-680-6440
4.	HIS Air	www.Hisair.net	Ted Kelly	225-773-5676
5.	KSBJ	1722 Treble Drive Humble, TX 77338	Jon Hull, Senior Director of Mentoring	281-446-5725
6.	ShareMedia	PO BOX 46695 Eden Prairie, MN 5534-0695	Dave Kirby and Bill Scott, Consultants	952-303-4490
7.	Columbia Union Conference	5427 Twin Knolls Road Columbia, MD	HR	301-596-0800
8.	Adventist Radio Broadcasters Association	204 S. College Avenue College Place, WA 99324		509-527-2991
9.	Adventist World Radio	12501 Old Columbia Pike Silver Spring, MD 20904	Greg Scott	301-680-6304

10.	All Access	28955 Pacific Coast Highway, Suite 210 Malibu, CA 90265		310-457-6616
11.	Christian Music Broadcasters	www.cmbonline.com	Michelle Younkman	214-738-6135
12.	DCRTV	1981 – B Villaridge Drive Reston, VA 20191	Dave Hughes	dcrtv@hotmail.com
13.	Visitor Magazine	5427 Twin Knolls Road Columbia, MD	Celeste Ryan	301-596-0800
14.	Society of Adventist Communicators	12501 Old Columbia Pike Silver Spring, MD 20904	Dan Weber	301-680-6057
15.	Monster	www.monster.com		N/A
16.	Spencerville Seventh-day Adventist Church	16325 New Hampshire Ave. Silver Spring, MD 20905	Carol Strack	301-384-2920
17.	Accounting Jobs Today	www.accountingjobstoday.com		N/A
18.	Accounting.com	www.accounting.com 130 Church Street Mailbox 227 New York, NY 10007		info@accounting.com
19.	General Conference of Seventh-day Adventists	12501 Old Columbia Pike Silver Spring, MD 20904	Ruthie Stavenhagen	301-680-6000

- C. Recruitment services were used for the full-time positions shown in Section B above as the position was filled.
- D. During the reporting period, fourteen (14) candidates were interviewed for vacancies for the full-time positions.
- E. During the reporting period, the station employment unit engaged in the following initiatives:

Internship Program: The employment unit provided formal internship training to train and prepare individuals for employment in the broadcast industry through our paid and unpaid college internship program. The program consisted of over 150 hours of training by station employment unit staff and management. Areas of training included production, announcing, public affairs, news or copy writing for broadcast, sales and promotions. Generally the intern program is extended to college level students who may obtain credit for completion of the program. The program creates employment opportunities at the employment unit and other broadcast facilities.

Mentorship Program: KSBJ has provided our on-air staff with the opportunity to learn from the most-listened to non-commercial Christian radio station in the country. WGTS has been able to implement successful strategies and tactics for overall programming, on air delivery, and the process of selecting and playing music. It's been beneficial for us to extrapolate the lessons from others' successes and failures as well as share insights that have a broad appeal from market to market.

On the job training: The employment unit provided on-the job training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions. On-the-job training provided opportunities for employees to be equipped for higher level positions.

Job Fairs: Staff members from the employment unit attended Two (2) Job Fairs at Washington Adventist University in Washington, DC during the reporting period. At the job fairs, students from Washington Adventist University and other colleges and universities learned about job opportunities at WGTS. During the Career Fair, candidates interested in the DC and Baltimore market were informed that WGTS was actively seeking candidates for positions at WGTS.

Career Days: Staff members participated in Two (2) Career Days in the Washington, D.C. area and surrounding community to provide education in the Broadcasting field.