

EEO Public File Report

For the reporting period between June 1, 2017 – May 31, 2018
 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	5/01/18	*not filled	N/A	0

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	Orna Garnett	301-680-6440
4.	Columbia Union Conference	5427 Twin Knolls Road Columbia, MD	HR	301-596-0800
5.	Monster	www.monster.com		N/A
6.	General Conference of Seventh-day Adventists	12501 Old Columbia Pike Silver Spring, MD 20904	Johanna Prestol-Dominguez	301-680-6000
7.	Seabrook SDA Church	8900 Good Luck Road Lanham, MD 20706	Admin. Personnel	301-577-6342
8.	Beltsville SDA Church	4200 Ammendale Road Beltsville, MD 20705	Admin. Personnel	301-937-8118
9.	Takoma Park SDA Church	6951 Carroll Avenue Takoma Park, MD 20912	Admin. Personnel	202-829-4800
10.	Burnt Mills SDA Church	10915 Lockwood Drive Silver Spring, MD 20901	Admin. Personnel	301-593-8496
11.	Miracle Temple SDA Church	3209, 100S Rock Glen Road Baltimore, MD 21229	Admin. Personnel	410-368-9294

12.	Olney SDA Church	4100 Olney Laytonsville Road Olney, MD 20832	Admin. Personnel	301-774-7733
13.	Spencerville SDA Church	16325 New Hampshire Ave. Silver Spring, MD 20905	Admin. Personnel	301-384-2920
14.	Frederick SDA Church	6437 Jefferson Pike Frederick, MD 21703	Admin. Personnel	301-662-5254
15.	Hagerstown SDA Church	11507 Robinwood Drive Hagerstown, MD 21742	Admin. Personnel	301-733-4411
16.	Dupont Park SDA Church	3985 Massachusetts Ave. SE Washington, D.C. 20019	Admin. Personnel	202-583-7416
17.	Community Praise Center	1400 Russell Road Alexandria, VA 22301	Admin. Personnel	703-548-5998
18.	Restoration Praise Center	14201 Old Stage Road Bowie, MD 20720	Admin. Personnel	301-760-7804
19.	Millenium SDA Church	12950 Brighton Dam Rd. Clarksville, MD 21029	Admin. Personnel	301-854-3678
20.	Vienna SDA Church	344 Courthouse Rd. SW Vienna, VA 22180	Admin. Personnel	703-938-8383
21.	New Life SDA Church	7401 Muncaster Mill Road Gaithersburg, MD 20877	Admin. Personnel	240-632-2002
22.	New Hope	12350 Hall Shop Rd. Fulton, MD 20759	Admin. Personnel	301-84-1866
23.	Sligo SDA Church	7700 Carroll Avenue Takoma Park, MD 20912	Admin. Personnel	301-270-6777
24.	Wheaton SDA Church	3132 Bel Pre Road Aspen Hill, MD 20906	Admin. Personnel	301-871-6110
25.	Southern Asian Church	2001 E Randolph Road Silver Spring, MD 20904	Admin. Personnel	301-879-7222
26.	Christian Jobs	www.christianjobs.com		

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, zero (0) candidates were interviewed for vacancies for the full-time position.

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.