

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period of June 1st, 2019-May 31st 2020. Placed in the public file, June 1, 2020.

- 1) Employment name & Location: Charlottesville, Virginia. Stu-Comm Incorporated.
- 2) Call sign and community licenses: WNRN, Charlottesville
- 3) EEO Contact Information:
 Mailing address: 2250 Old Ivy Road, Suite 2 Charlottesville, VA 22903
 Telephone number: 434-971-4096
 Contact Person: Desiré Moses
 Email Address: dmoses@wnrn.org

4) Full-time job vacancies filled in time period covered by report:

Section 1: Full time job openings filled during this period:

July 19, 2019 – August 2, 2019

<u>Job Title</u>	<u>Recruitment Source Referring Hire</u>
Events and Promotions Coordinator	wnrn.org

Total number of people interviewed for this position: 5

Section 2: Recruitment Sources

June 2019 – May 2020

Recruitment source:	Total Number of Interviewees this source provided	Full time positions which this source was utilized
---------------------	---	--

1	Internal posting at WNRN/wnrn.org	3	Events and Promotions Coordinator
		0	
2	The CNE (Center for Non-Profit Excellence), 1701-A Allied Street Charlottesville, VA 22903 434-244-3330 main staff@thecne.org thecne.org	1	Events and Promotions Coordinator

3.	C-Ville Weekly Newspaper PO Box 119 Charlottesville, VA 22902 classifieds@c-ville.com 434.817.2749	0	Events and Promotions Coordinator
4.	UVA Career Center Handshake.com	0	Events and Promotions Coordinator

5.	Community Foundation for a Greater Richmond Connectva.org	0	Events and Promotions Coordinator
6.	Greater Public website Greaterpublic.org 401 North 3rd Street, Suite 370 Minneapolis, MN 55401 1-888-454-2314	0	Events and Promotions Coordinator
7.	CPB Jobline www.cpb.org/jobline Corporation for Public Broadcasting 401 Ninth Street, NW Washington, DC 20004-2129 202-879-9600	0	Events and Promotions Coordinator
8.	Virginia Association of Broadcasters http://www.vabonline.com 250 West Main Street • Suite 100 • Charlottesville, VA 22902 434-977-3716	0	Events and Promotions Coordinator
9.	Indeed indeed.com 6433 Champion Grandview Way Building 1 Austin, TX 78750		Events and Promotions Coordinator
10.	Lindsey's List/Facebook Lindsey's List is a forum for jobs and housing in Richmond, VA	0 0	Events and Promotions Coordinator
11.	Linked In Sunnyvale, CA 1-650-687-3600	1	Events and Promotions Coordinator

12.	All Access Music Group AllAccess.com	0	Events and Promotions Coordinator
13.	Black Professional Network of Charlottesville	0	Events and Promotions Coordinator

Section 3: Community Outreach Efforts

1) WNRN recruits and retains volunteers for on air shifts. The training of volunteers starts with voice tracking. This includes learning the contents and order of a break, and work towards a conversational style while going through the scripts and branding statements. Once well versed in voice tracking and has a command of break elements, volunteers are trained to do a on-air shift. All volunteers must understand the FCC requires of a transmitter operator.

Volunteers are critiqued by the Volunteer Coordinator to improve their overall on-air performance.

2) On-going Internship Program for Area College and High School Students. This on-going semester internship program welcomes students from area universities, colleges and high schools who are motivated and excited about learning and contributing to community radio. Their internship is endorsed, supported and monitored by the sponsoring university or high school. Students receive course credit for their work with WNRN upon completion of each semester. WNRN offers internships for Spring, Summer and Fall Semesters. During this reporting period, WNRN has had two student interns. One internship for the duration of the Spring and another spanning both Fall and Spring. WNRN interns learn administrative and marketing skills. Interns also help manage our music database, winner database, help with creating facebook events, editing podcasts, and managing the WNRN website.

3) Training Management Personnel

WNRN has an established management training program designed to enable station personnel to acquire skills that can qualify them for higher level positions. Station employees are encouraged to attend, and funding is provided to attend training conference and events hosted by non-commercial radio trade or music organizations. All conferences were cancelled this year due to the COVID-19 pandemic.