

**A. Full-Time Vacancies Filled During Past Year**

1. Job Title: Metro Account Executive	Date Filled: 2/4/13
2. Job Title: WVRC Account Executive	Date Filled: 10/1/12
3. Job Title: WVRC Account Executive	Date Filled: open at close of report
4. Job Title: WKWS Air Talent	Date Filled: hired w/o posting - promoted within/air talent already morning co-host
5. Job Title: Building Maintenance/Engineer	Date Filled: hired w/o posting due to uniqueness of skills/urgency of hire

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

1. Job Title: Account Executive - MetroNews		Date Filled: 2/4/13			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131	2	1
WVRC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131		
WVRC Cumberland	Sharon	smerling@wvradio.com			
WVRC - Morgantown	Jodi	jbible@wvradio.com			
WVRC - Elkins	Sue Reece	sreece@wvradio.com			
WVRC - Clarksburg	Janet Morris	jmorris@wvradio.com			
WV Broadcaster's Website		wvba.com			
CharlestonHelpWanted.com		online		1	
MetroNews website		www.metronews.com			
Charleston Gazette Newspaper			304-348-4848	3	
2. Job Title: Account Executive - WVRC (posted on 5/29/12)		Date Filled: 10/1/12			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131	1	1
WVRC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131	1	
WVRC Cumberland	Sharon	smerling@wvradio.com			
WVRC - Morgantown	Jodi	jbible@wvradio.com			
WVRC - Elkins	Sue Reece	sreece@wvradio.com			
WVRC - Clarksburg	Janet Morris	jmorris@wvradio.com			
WV Workforce			304-558-0342	1	
WV Broadcaster's Website		wvba.com			
CharlestonHelpWanted.com		online			
TVandRadioJobs.com		tvandradiojobs.com			
3. Job Title: Account Executive - WVRC (open)		Date Filled:			
Source	Contact Person	Address	Telephone #	Interviewed	Referred Person Hired
Internal Posting	Peggy	1111 Virginia Street, E, Charleston	304-342-8131		
WVRC Charleston stations	Peggy	WCHS/WVAF/WKAZ-F/M/WSWW/WVRZ/WKWS	304-342-8131		
WVRC Cumberland	Sharon	smerling@wvradio.com			
WVRC - Morgantown	Jodi	jbible@wvradio.com			
WVRC - Elkins	Sue Reece	sreece@wvradio.com			
WVRC - Clarksburg	Janet Morris	jmorris@wvradio.com			
WV Workforce			304-558-0342		
WV Broadcaster's Website		wvba.com			
CharlestonHelpWanted.com		online			
TVandRadioJobs.com		tvandradiojobs.com			

**C. Total Number of persons interviewed for all full-time Vacancies filled during the past year :** 9

**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
Charleston Help Wanted.com	website account	charlestonhelpwanted.com		1	
WVRC Chas In-house posting	Internal	1111 Virginia Street, East	304-342-8131	3	2
WVRC Chas Radio Stations	Internal	1111 Virginia Street, East	304-342-8131	1	
WorkForce WV	Bunny Harper	Charleston WV		1	
Charleston Gazette Newspaper		WVRC Chas Office	304-342-8131	3	

**E. Outreach Activities**

Radio spots were placed on all stations notifying organizations of their right to request information on job openings

An internship program is offered to bring awareness to job opportunities in broadcasting. A press release was issued on 4/1/13 announcing internships available at WVRC. In addition radio spots were placed on all stations providing information about upcoming availability of internships.

On February 23, 2013, our Business Office Manager attended a seminar sponsored by the West Virginia Broadcasters Association and presented by Jackson Kelly PLLC on the requirements of the FCC's EEO regulation.

WVRC sponsored Career Fair on April 30th. A representative from our Human Resources department attended and distributed information on employment opportunities and internships. Participated in the School of Journalism and Mass Communication Internship Expo on April 4, 2013.