

**EEO PUBLIC FILE REPORT**

This Report covers full-time vacancy recruitment data for the period of June 1st, 2018-May 31st 2019. Placed in the public file, June 1, 2019.

- 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](mailto: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:**

November 20, 2018 – December 3, 2018

<u>Job Title</u>	<u>Recruitment Source Referring Hire</u>
Member Services Coordinator	wnrn.org
Total number of people interviewed for this position: 5	

January 3, 2019 – February 1, 2019

<u>Job Title</u>	<u>Recruitment Source Referring Hire</u>
Music Director	wnrn.org
Total number of people interviewed for this position: 11	

**Section 2: Recruitment Sources**

June 2018 – May 2019

Recruitment source:	Total Number of Interviewees this source provided	Full time positions which this source was utilized
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1	Internal posting at WNRN/wnrn.org	2	Member Services Coordinator
		0	Music Director
2	The CNE (Center for Non-Profit Excellence), 1701-A Allied Street Charlottesville, VA 22903 434-244-3330 main <a href="mailto:staff@thecne.org">staff@thecne.org</a> thecne.org	1	Member Services Coordinator
		1	Music Director

3.	C-Ville Weekly Newspaper PO Box 119 Charlottesville, VA 22902 <a href="mailto:classifieds@c-ville.com">classifieds@c-ville.com</a> 434.817.2749	0	Member Services Coordinator
		0	Music Director

4.	Herald-Progress 112 Thompson St, Ashland, VA 23005	0 0	Member Services Coordinator Music Director
5.	Richmond Free Press P.O. BOX 27709 RICHMOND, VA 23261 804.644.0496	0 0	Member Services Coordinator Music Director
6.	Greater Public website Greaterpublic.org 401 North 3rd Street, Suite 370 Minneapolis, MN 55401 1-888-454-2314	0 0	Member Services Coordinator Music Director

7.	CPB Jobline <a href="http://www.cpb.org/jobline">www.cpb.org/jobline</a> Corporation for Public Broadcasting 401 Ninth Street, NW Washington, DC 20004-2129 202-879-9600	0 1	Member Services Coordinator Music Director
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8.	Virginia Association of Broadcasters <a href="http://www.vabonline.com">http://www.vabonline.com</a> 250 West Main Street • Suite 100 • Charlottesville, VA 22902 434-977-3716	0 0	Member Services Coordinator Music Director
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9.	Indeed indeed.com 6433 Champion Grandview Way Building 1 Austin, TX 78750	3 1	Member Services Coordinator Music Director
10.	Lindsey's List/Facebook Lindsey's List is a forum for jobs and housing in Richmond, VA	0 0	Member Services Coordinator Music Director

11.	Linked In Sunnyvale, CA 1-650-687-3600	0	Member Services Coordinator
		1	Music Director
12.	All Access Music Group AllAccess.com	0	Member Services Coordinator
		3	Music Director
13.	FMQB Triple A Magazine January 9, 2019	0	Member Services Coordinator
		2	Music Director

### 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.

General Manager

Music Conference, Philadelphia May 2019

Music Director

Music Conference, Philadelphia May 2019

Asst Music Director  
Membership Director  
Development Director  
Asst Manager

Music Conference, Philadelphia May 2019  
Music Conference, Philadelphia May 2019  
Music Conference, Philadelphia May 2019  
Music Conference, Nashville, TN September 2018