

**EEO ANNUAL PUBLIC FILE REPORT
ENTERCOM CHARLOTTE**

This report covers full-time vacancy recruitment for the period of July 23, 2016 through July 31, 2017

Employment Unit: Entercom License, LLC	Address: Entercom Charlotte, LLC 1 Julian Price Pl Charlotte, NC 28208	Contact Person/Title: Matthew R. Hanlon VP/General Manager
Unit Members, Community of License WFNZ (AM), Charlotte, NC WBT (AM), Charlotte, NC WBT (FM), Charlotte, NC WLNK (FM), Charlotte, NC	Telephone Number: 616-889-5972	E-mail Address: Matt.hanlon@entercom.com

1. Full-Time Job Vacancies Filled by the Employment Unit

	Title and Hire Date	Recruitment Source Referring Hiree	Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List)
A	Account Executive	Employee Referral	1-40
B	Account Executive	Employee Referral	1-40
C	Digital Content Editor	Entercom Website	1-40
D	WBT Talk Show Host	Entercom Website	34, 37
E	Account Executive	Employee Referral	34, 39-40
F	Account Executive	Entercom Website	34, 39-40
G	Sales Administrator Manager	Glassdoor	34
H	Operations Manager	Employee Referral	34, 39
I	Producer / Host	Entercom Website	34
J	HR Manager	Temp to Hire	Exception
K	Director of Sales	Entercom Website	1-40
L	Producer	Entercom Website	1-40



2. Recruitment Sources

OUTREACH ORGANIZATIONS

#	Name	Organization	Contact Information	Number of Interviewees Referred by Recruitment Source	Source Entitled to Vacancy Notification (Yes/No)?
1	Sharon Jensen	Appalachian University	jensensc@appstate.edu recruiting@appstate.edu 828-262-2000	0	No
2	Web posting	Belmont Abbey College	matthewcaporale.bac.edu 704-825-6873	0	No
3	Alyson Young	Carolina School of broadcasting	704-395-9698 Alyson.young@csbradiotv.edu	0	No
4	Web posting	Charlotte Help wanted	800-365-8630 Ext 9397 www.charlottehelpwanted.com	0	No
5	Demone Frink	CharlotteWokNC	704-206-1350 http://CharlotteworNC.com/Employers/Post-job	0	No
6	Website Posting	Duke University	919-684-8111 Susan.Kauffman@duke.edu	0	No
7	Angela Mercer	Goodwill Industries	704-372-3434 Angela.mercer@goodwillsp.org	0	No
8	Dan McClellan	Gaston College	704-271-4708 Maier.robert@gaston.edu Mcclellan.dan@gaston.edu	0	No
9	Brandy Morrow	Goodwill GoodWorNC	Brandy.morrow@goodWorNCstaffing.com	0	No
10	Brenda Meadows	Greater Providence Baptist Church	704-532-6228 gpbc@carolina.rr.com	0	No
11	Frank Saxe	Inside Radio	news@insideradio.com	0	No
12	T. Rowe	Johnson C. Smith University	704-378-1042 tstowe@jcsu.edu	0	No
13	L. Dexheimer	Latin American Coalition	704-531-3848 ldexheimer@latinamericancoalition.org	0	No
14	Dorothy Alexander	Mecklenburg County Women's Commission	704-336-4309 Dorothy.alexander@mecklenburgcountync.gov	0	No
15	Pauline Cross	Mecklenburg County Work First	704-353-1670 Pauline.cross@mecklenburgcountync.gov	0	No
16	Michelle McConnell	American Broadcast School	michelle@radioschool.com	0	No
17	Melik Demir	National Association of Broadcasters	mdemir@nab.org	2	No
18	Lisa Reynolds	NC Assoc of Broadcasters	lreynolds@ncbroadcast.com info@ncbroadcast.com	0	No
19	Mary Harrison Ranson	NC Dept. of Commerce Employment Services/NC Works	704-566-2870 George.anton@nccommerce.com	0	No
20	Web posting	Queens University	704-337-2209 fatherlys@queens.edu	0	No
21	Valerie Gellar	Radio Info	Valerie@gellermedia.com	0	No



22	Ed Ryan	Radio Ink	edryan@radioink.com	0	No
23	George Anton	NC Dept. of employment	George.anton@anccommerce.com	0	No
24	Karen Hunter	Society of Broadcast Engineers	202-429-5498 kjones@sbe.org	0	No
25	Michael Harrison	Talkers	info@talkers	0	No
26	Jennifer Armour	University of North Carolina Charlotte	Jennifer.armour@uncc.edu	0	No
27	Tami Rich	University of North Carolina Greensboro	tsrich@uncg.edu	0	No
28	Sandra Bay and Vicki Hamby	University of South Carolina	vmhamby@mailbox.sc.edu	0	No
29	James Wolfe	University of South Carolina Alumni Club	James_wolf@gmail.com	0	No
30	Website Posting	Wake Forest	careers@wfu.edu	0	No
31	Becky Smith	WBTV Raycom Media	bsmith@raycomsports.com	0	No
32	Sharon Robinson	Wingate University	s.robinson@wingate.edu	0	No
33	Dr Howell Haney & Dr. Marilyn Sarow	Winthrop University	howellh@winthrop.edu sarowm@winthrop.edu	0	No

COMPANY POSTINGS AND COMPANY WEBSITES

34	Corporate Representative	Entercom Website	www.Entercom.com/careers	25
35	Sherry Foster	Internal Postings (Current Employees)	Sherry.foster@entercom.com	0

ADVERTISING

36	On-Air Radio Ads	WBT- AM, WBT- FM, WLNK-FM, WFNZ-FM	2	N/A
37	All Access Website	www.allaccess.com	3	N/A
38	CareerBuilder	www.careerbuilder.com	0	N/A
39	LinkedIn	www.linkedin.com	19	N/A
40	Glassdoor	www.glassdoor.com	2	N/A

OTHER SOURCES

Client Referral	1	N/A
Employee Referral	7	N/A
Indeed.com	6	N/A
CRG Temp Agency	1	N/A

JOB FAIRS

1	Opportunity Knocks Job Fair	See Supplemental Initiative #5	0	N/A
2	University of North Carolina Charlotte Job Fair	See Supplemental Initiative #6	0	N/A
3	University of North Carolina Charlotte Summer Employment Expo	See Supplemental Initiative # 8	0	N/A



3. Supplemental Recruitment Initiatives

#	Initiatives	Location	Description	Titles of Employees Involved
1.	Internship Program	Entercom Charlotte	Entercom Charlotte offers internships at the radio stations in our Promotions and Programming departments. Interns must be college students and receive college credit for the internships. The Promotions Director and the Programming Directors oversee the internships to evaluate the interns and ensure they are receiving information and education. Internships are ongoing throughout the year. (3) Interns participated in the internship program.	Program Directors Promotions Director
2.	On-Air EEO Policy and Invitation to Receive Job Openings	Entercom Charlotte	Entercom Charlotte airs recruitment advertisements on all stations, seeking applicants across all departments. Advertisements inform the Charlotte area of Entercom's EEO policy and invite all organizations to be a part of our recruitment process. The advertisement is run periodically on all stations once per week.	Traffic Production
3.	Manager EEO Training	Entercom Charlotte	Managers are trained regarding EEO compliance rules, and are given forms and policy memos. All Department heads are expected to adhere to the EEO rules and complete all necessary EEO paperwork for each new hire.	EEO Administrator Department Heads
4.	Job Shadow	Entercom Charlotte, NC	A Kellar Radio Talent Institute student spent the day job shadowing with the Production Director. The student learned the basics of the job as a Production Director including studio sessions, scheduling and research, imaging of the station.	HR Coordinator
5.	Opportunity Knocks Job Fair	Entercom Charlotte, NC	Entercom Charlotte's HR Coordinator attended Opportunity Knocks part time job Fair. The event was for employers looking to fill part time or work study positions on or off campus.	HR Coordinator
6.	University of North Carolina Charlotte Job Fair	Charlotte NC	Entercom Charlotte's HR Coordinator and Promotions Assistant attend University of North Carolina Charlotte part time job fair to recruit for our part time events team and seasonal Holiday on Ice positions.	HR Coordinator Promotions Assistant
7.	Entercom's EEO Policy and Compliance Training	Web EX	Entercom's VP of Human Resources facilitated a training session on Entercom's EEO Policy. The training discussed Entercom's EEO Policy and Procedure and reviewed the requirements that each market must complete in order to be in compliance.	VP of Human Resources Business Operations Manager EEO Coordinator
8.	University of North Carolina Summer Employment Expo	Entercom Charlotte, NC	Entercom Charlotte's Coordinators attended the University of North Carolina Summer Employment Expo to recruit for our part time events team and seasonal summer events.	HR Coordinator Promotions Coordinator
9.	EEO Breakfast	Entercom Charlotte, NC	Entercom Charlotte hosted a breakfast for our Recruitment Source contacts. Managers discussed the opportunities available and provided an overview on their specific departments. Recruitment Sources were strongly encouraged to refer candidates for our open positions. Five (5) of these Recruitment Sources were in attendance.	General Sales Managers Sales Managers Program Directors Promotions Director HR Manager
10.	Goodwill Goodworks Partnership Meeting	Entercom Charlotte, NC	Entercom Charlotte's HR Coordinator toured the new Goodwill Goodworks facility to create a partnership with the Goodwill Goodworks program to be an advocate and avenue for outreach. Goodwork staffing embraces Goodwill's mission of helping motivate people to gain family sustaining employment. The revenue generated by Goodwork staffing placements goes back to Goodwill directly to support free job training and employment services.	HR Coordinator

