

**EEO ANNUAL PUBLIC FILE REPORT
ENTERCOM DC**

This report covers full-time vacancy recruitment for the period of June 1, 2018 through May 31, 2019

Employment Unit: Entercom License, LLC	Address: Entercom Washington DC, LLC 1015 Half Street SE. Suite 200 Washington DC 20003	Contact Person/Title: Phil Zachary SVP/Market Manager
Unit Members, Community of License: WJFK-FM, Manassas, VA WJFK(AM), Morningside, MD WPGC-FM, Morningside, MD WIAD-FM, Bethesda, MD WLZL-FM, College Park, MD	Telephone Number: 202-479-9227	E-mail Address: Phil.zachary@entercom.com

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

	Title and Hire Date	Recruitment Source Referring Hire	Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List)
A	Reporter	Current Employee	1-10
B	Local Sales Manager	Entercom.com	1-10
C	Assistant Promotions Mgr	Current Employee	1-10
D	Finance Coordinator	Entercom.com	1-10
E	On-Air Talent	Allaccess.com	1-10



F	Promotions Coordinator	Entercom.com	1-10
G	Sports Account Executive	Entercom.com	1-10
H	Local Sales Manager	Entercom.com	1-10
I	Project Manager (Gov't Div)	Entercom.com	1-10
J	On-Air Talent	Entercom.com	1-10
K	Web Contest Specialist	Current Employee	1-10
L	Sales Assistant	Indeed.com	1-10
M	Connecting Vets Reporter	Linkedin	1-10
N	On-Air Talent	Current Employee	1-10
O	106.7 The Fan Producer	Current Employee	1-10



2. Recruitment Sources

OUTREACH ORGANIZATIONS

#	Name	Organization	Contact Information	Did Entercom contact organization to request to send job vacancy information?	Did organization contact Entercom to request job vacancy information?	Total Number of Interviewees Referred
1	Elaine Salisbury	American University	esalisb@american.edu 4400 Massachusetts Avenue. NW, Washington DC 20016 202-885-1804	Y	N	0
2	Sandra Rice	Emma L. Bowen Foundation	Sandra.rice@nbcuni.com 30 Rockefeller Plaza NY, NY 10112 212-664-3486	Y	N	0
3	Career Services	Forty Plus of Greater Washington	jobpostings@40plusdc.org 1718 P Street, Washington DC 20036 202-387-1582	Y	N	0
4	John Perrino	George Washington University School of Media and Public Affairs	jperrino@gwmail.gwu.edu 805 21st Street NW, Washington DC 20052 202-994-6297	Y	N	0
5	Jackie Banks	Georgetown University	Jacki.banks@georgetown.edu 37th and O Street NW, Washington DC 20057 202-687-0015	Y	N	0
6	Carol Dudley	Howard University	cdudley@howard.edu 525 Bryant Street NW, Washington DC 20059 202-806-5806	Y	N	0
7	Career Services	National Association of Broadcasters	nab@nab.com 1771 N Street NW, Washington DC 20036 202-429-5498	Y	N	0
8	Mamei Williebonglo	University of the District of Columbia	Mamei.williebonglo@udc.edu 4200 Connecticut Avenue NW, Washington DC 20008	Y	N	0

COMPANY POSTINGS AND WEBSITES					
9	Corporate Representative	Entercom Website (www.entercom.com)	Paul.diaz@entercom.com	1-407-919-1000	42
ADVERTISING					
10	Direct Employers Association	https://de.nlx.org/pdfs/JobAlliancesList.pdf			0
JOB FAIRS					
National Careers Fair		See Supplemental Initiative #2		0	
Cathy Hughes School of Communication Annual Job & Internship Fair		See Supplemental Initiative #3		1	
NAB National Job Fair		See Supplemental Initiative #6		0	
OTHER SOURCES					
Employee Referral				7	
Current Employees				14	
Allaccess.com				5	
Linkedin.com				5	
Indeed.com				16	
Glassdoor.com				1	
Total number of interviewees				91	



3. Supplemental Recruitment Initiatives

Initiatives		Location	Description	Titles of Employees Involved
1	On-Air EEO Policy and Invitation to Receive Job Openings	Entercom DC	Once a week, Entercom DC airs recruitment advertisements on all stations, seeking applicants across all departments. Advertisements inform the DC area of Entercom's EEO policy and invite all organizations to be a part of our recruitment process.	Program Director On Air-Talent
2	National Career Fairs	DoubleTree Crystal City 300 Army Navy Drive Arlington, VA 22202	The employment unit's representative participated in a Career Fair at the DoubleTree Crystal City. The representative collected resumes, distributed lists of open positions, and spoke to job applicants. This job fair was promoted on-air and on stations' websites.	Promotions Manager
3	Cathy Hughes School of Communication Annual Job & Internship Fair	Knight Conference Center, 7 th Fl., 555 Pennsylvania Ave., NW Washington DC 20001	Representatives from Entercom DC participated in the Annual Job & Internship Fair at the Cathy Hughes School of Communications. The representatives collected resumes, distributed lists of open positions, and spoke to job applicants. This job fair was promoted on-air and on stations' websites.	VP/Director of Sales Promotions Manager
4	Galway Elementary School Career Day	12612 Galway Dr., Silver Spring, MD 20904	Representatives from Entercom DC participated in the Galway Elementary School Career Day. They talked about careers in radio broadcasting to the students of 3 different classes: 3 rd grade, 4 th grade, and 5 th grade.	Programming Talent Promotions Coordinator
5	Greater Washington Hispanic Chamber of Commerce Business Expo	Walter Washington Convention Center	The employment unit's local sales manager spoke to participants interested in exploring job opportunities in radio broadcasting.	Local Sales Manager
6	NAB National Job Fair	Las Vegas, NV	Entercom attended the national industry wide career fair at the NAB Show in Las Vegas. Entercom met with attendees, distributed job openings and discussed careers in radio at Entercom.	HR Administrator
7	Burtonsville Elementary School Career Day	15516 Old Columbia Pike, Burtonsville, MD 20866	Representatives from Entercom DC participated in the Burtonsville Elementary School Career Day. They talked about careers in radio broadcasting to the students of 3 different classes: 3 rd grade, 4 th grade, and 5 th grade. Followed by a tour of the radio station.	Promotions Manager
8	Marie Reed Elementary School Career Day	2201 18 th St. NW, Washington, DC 20009	Representatives from Entercom DC participated in the Marie Reed Elementary School Career Day. They talked to students about careers in radio broadcasting.	Programming Talent Promotions Rep

