

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: **November 22, 2010 – November 21, 2011.**

1) Employment Unit: Greater Media – Boston

- 2) Unit Members (Stations and Communities of License):** WKLB-FM, Waltham, MA
 WROR-FM, Framingham, MA
 WBOS(FM), Brookline, MA
 WMJX(FM), Boston, MA
 WTKK(FM), Boston, MA

3) EEO Contact Information for Employment Unit:

Mailing Address: Greater Media/Boston 55 Morrissey Boulevard Boston, MA 02125	Telephone Number: 617-822-9600
	Contact Person/Title: Amy E Hull (Asst. to the VP/Market Manager) Robert DiSalvo (Controller)
	E-mail Address: ahull@greatermediaboston.com bdislavo@greatermediaboston.com

4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit:

Job Title	Recruitment Source Referring Hiree
1. WKLB – Account Executive	Internal Posting/Employee Referral
2. WKLB – Account Executive	Internal Posting/Employee Referral
3. WTKK – Account Executive	Internal Posting/Employee Referral (former intern)
4. WMJX – Account Executive	Internal Posting/Employee Referral (rehire)
5. Marketing Assistant (Greater Media Marketing)	Craigslist
6. WBOS – Account Executive	Internal Posting/Employee Referral (rehire)
7. WROR – Account Executive	Internal Posting/Employee Referral
8. WBOS – Account Executive	Industry Referral
9. WBOS – Account Executive	Industry Referral
10. WTKK – Talk Show Host	Industry Referral
11. WROR – Morning Show Personality	WROR Website

**Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM)
 are Equal Opportunity Employers.**

	Job Title	Recruitment Source Referring Hiree
12.	WMJX – Account Executive	WMJX Website
13.	WMJX – Account Executive	Internal Posting/Employee Referral
14.	WTKK – Marketing Director	WTKK Website
15.	Director of Sales	Internal Posting
16.	WMJX – Promotions Coordinator	Greater Media, Inc. Website
17.	WBOS – Account Executive	WBOS Website
18.	WROR – Account Executive	WROR Website
19.	WMJX – Account Executive	Industry Referral
20.	WROR – General Sales Manager	Internal Posting
21.	WTKK – Account Executive	WTKK Website
22.	WTKK – Account Executive	WTKK Website

**Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM)
are Equal Opportunity Employers.**

5) Recruitment Information by Job Vacancy

#1-#2 WKLB – Account Executive
Job Title: (2 hires: #1 – 12/13/10;
#2 – 12/20/10)

Referral Sources of Hirees: (#1) Internal Posting/Employee Referral;
(#2) Internal Posting/Employee Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	3	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	0	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
WKLB Help Wanted On-Air Advertisement	WKLB GSM	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Linked-In	N/A	www.linkedin.com	N/A	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
NAACP Prof. & Executive Diversity Job Fair (October 12, 2010)	PSI Job Fairs	DoubleTree Hotel, Boston, MA danyelle@psijobfair.com	952-595-4496 x115	0	No

Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM) are Equal Opportunity Employers.

#3 Job Title: WTKK – Account Executive (1 hire – 1/18/11)

Referral Source(s) of Hiree: (#3) Internal Posting/Employee Referral (former Intern)

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	2	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	1	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
NAACP Prof. & Executive Diversity Job Fair (October 12, 2010)	PSI Job Fairs	DoubleTree Hotel, Boston, MA danyelle@psijobfair.com	952-595-4496 x115	0	No

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#4 Job Title: WMJX – Account Executive (1 hire – 1/24/11) Referral Source(s) of Hire: (#4) Internal Posting/Employee Referral (rehire)

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	0	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	10	No
Linked-In	N/A	www.linkedin.com	N/A	1	No

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#5 Job Title: Marketing Assistant (Greater Media Marketing Group) **Referral Source(s) of Hire: (#5) Craigslist**
(1 hire – 2/7/11)

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	3	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Craigslist (Boston; Worcester; Providence; Cape Cod)	N/A	www.craigslist.com	N/A	1	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No

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#6-#8 Job Title: **WBOS – Account Executive**
(2 hires: #6 – 2/14/11;
#8 – 2/28/11)

Referral Source(s) of Hirees: (#6) Internal Posting/Employee Referral (rehire);
(#8) Industry Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	2	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	2	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	6	No

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#7 Job Title: WROR – Account Executive (1 hire – 2/22/11)

Referral Source(s) of Hire: (#7) Internal Posting/Employee Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	6	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	3	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
WROR On-Air Advertisement	WROR Local Sales Manager	55 Morrissey Blvd, Boston, MA	617-822-9600	1	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	2	No

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#9 Job Title: WBOS – Account Executive (1 hire – 4/4/11) Referral Source(s) of Hire: (#9) Industry Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	6	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
National Black MBA Association – Boston Chapter/Liberty Mutual Job Fair (March 1, 2011)	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
NAACP Prof. & Executive Diversity Job Fair (March 15, 2011)	PSI Job Fairs	Radisson Hotel, Boston, MA danyelle@psijobfair.com	952-595-4496	0	No
myradio929 HD Advertisement	WBOS Local Sales Manager	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Radio 92.9 Stream (advertisement)	WBOS Local Sales Manager	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd, Boston, MA	617-822-9600	2	No

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#10 Job Title: WTKK – Talk Show Host* (1 hire – 6/13/11)

Referral Source(s) of Hire: (#10) Industry Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	2	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Craigslist (Boston; Worcester; Providence; Cape Cod)	N/A	www.craigslist.com	N/A	0	No
All Access	N/A	28955 Pacific Coast Highway Suite 210 Malibu, CA 90265 www.allaccess.com	310-457-6616	0	No
Talkers Magazine/Website	N/A	TALKERS magazine 785 Williams Street #429 Longmeadow, MA 01106 www.talkers.com	413-565-5413	0	No
The Black EOE Journal Professional Women's Magazine Hispanic Network Magazine	Alisia Ortega	6845 Indiana Ave. Suite #200 Riverside, CA 92506 www.blackoejournal.com www.professionalwomanmag.com www.hnmagazine.com aorega@olivetreepubs.com	800-487-5099	0	No
Alliance for Women in Media (website)	Kate Niswander	1760 Old Meadow Road, Suite 500 McLean, VA 22102 kniswander@allwomeninmedia.org	703-506-3290	0	No
Boston Women Communicators	Jane Wilson	bwc1994@rcn.com	(617) 723-5642	0	No
NTS Media On-Line	Al Peterson	al@ntsmediaonline.com	N/A	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston MA	617-822-9600	1	No
Inside Radio (advertisement)	N/A	P.O. Box 567925 Atlanta, GA 31156 www.insideradio.com	800-248-4242	1	No

* Due to the amount of experience necessary to satisfy the requirements of this position and the fact that all of the organizations requesting notice of all full-time vacancies at the Employment Unit (listed on Appendix 4) are colleges and universities (that generally do not refer candidates with high levels of experience), the Employment Unit did not notify the organizations listed on Appendix 4.

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#11 Job Title: WROR – Morning Show Personality* (1 hire – 6/20/11)

Referral Source(s) of Hire: (#11) WROR Website

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	3	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	1	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	3	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
All Access	N/A	28955 Pacific Coast Highway Suite 210 Malibu, CA 90265 www.allaccess.com	310-457-6616	1	No
Alliance for Women in Media (website)	Kate Niswander	1760 Old Meadow Road, Suite 500 McLean, VA 22102 kniswander@allwomeninmedia.org	703-506-3290	0	No
Boston Women Communicators	Jane Wilson	bwc1994@rcn.com	(617) 723-5642	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	2	No
Veteran's Job Fair (May 25, 2011)	Steve Johnson	Northeastern University, Boston, MA St.Johnson@neu.edu	617-373-3404	0	No
City of Boston Diversity Career Fair (June 8, 2011)	Catie Butler	Holiday Inn at Beacon Hill, Boston, MA catie@citycareerfair.com	562-651-9183	0	No

* Due to the amount of experience necessary to satisfy the requirements of this position and the fact that all of the organizations requesting notice of all full-time vacancies at the Employment Unit (listed on Appendix 4) are colleges and universities (that generally do not refer candidates with high levels of experience), the Employment Unit did not notify the organizations listed on Appendix 4.

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#12, #13, WMJX – Account Executive
#19 Job (3 hires: #12 – 8/29/11;
Title: #13 – 8/29/11;
#19 – 9/26/11)

Referral Source(s) of Hirees: (#12) WMJX Website;
(#13) Internal Posting/Employee
Referral;
(#19) Industry Referral

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	5	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	1	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	0	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
Veteran’s Job Fair (May 25, 2011)	Steve Johnson	Northeastern University, Boston, MA St.Johnson@neu.edu	617-373-3404	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Linked-In	N/A	www.linkedin.com	N/A	1	No
City of Boston Diversity Career Fair (June 8, 2011)	Catie Butler	Holiday Inn at Beacon Hill, Boston, MA catie@citycareerfair.com	562-651-9183	0	No

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#14 Job Title: WTKK – Marketing Director* Referral Source(s) of Hire: (#14) WTKK Website

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	1	No
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	1	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	1	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Craigslist (Boston; Worcester; Providence; Cape Cod)	N/A	www.craigslist.com	N/A	0	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
All Access	N/A	28955 Pacific Coast Highway Suite 210 Malibu, CA 90265 www.allaccess.com	310-457-6616	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	4	No

* Due to the amount of experience necessary to satisfy the requirements of this position and the fact that all of the organizations requesting notice of all full-time vacancies at the Employment Unit (listed on Appendix 4) are colleges and universities (that generally do not refer candidates with high levels of experience), the Employment Unit did not notify the organizations listed on Appendix 4.

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**#15 Job Title: Director of Sales*
(1 hire – 9/1/11)**

Referral Source(s) of Hire: (#15) Internal Posting

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	1	No
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	0	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	6	No

* Due to the amount of experience necessary to satisfy the requirements of this position and the fact that all of the organizations requesting notice of all full-time vacancies at the Employment Unit (listed on Appendix 4) are colleges and universities (that generally do not refer candidates with high levels of experience), the Employment Unit did not notify the organizations listed on Appendix 4.

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#16 Job Title: WMJX – Promotions Coordinator (1 hire – 9/6/11)

Referral Source(s) of Hire: (#16) Greater Media, Inc. Website

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	5	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	1	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	2	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Craigslist (Boston; Worcester; Providence; Cape Cod)	N/A	www.craigslist.com	N/A	0	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	6	No

Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM) are Equal Opportunity Employers.

#17 Job Title: WBOS – Account Executive (1 hire – 9/7/11)

Referral Source(s) of Hire: (#17) WBOS Website

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	3	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	3	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
Radio 929 Stream (advertising)	WBOS General Sales Manager	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No
Myradio929 HD (advertising)	WBOS General Sales Manager	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
City of Boston Diversity Career Fair (June 8, 2011)	Catie Butler	Holiday Inn at Beacon Hill, Boston, MA catie@citycareerfair.com	562-651-9183	0	
Industry Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	1	No

Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM) are Equal Opportunity Employers.

#18 Job Title: WROR – Account Executive (1 hire – 9/12/11) **Referral Source(s) of Hire: (#18) WROR Website**

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	4	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	4	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	7	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Craigslist (Boston; Worcester; Providence; Cape Cod)	N/A	www.craigslist.com	N/A	2	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
City of Boston Diversity Career Fair (June 8, 2011)	Catie Butler	Holiday Inn at Beacon Hill, Boston, MA catie@citycareerfair.com	562-651-9183	0	No
WROR radio advertisement	WROR Local Sales Manager	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Linked-In	N/A	www.linkedin.com	N/A	7	No
Veteran's Job Fair (May 25, 2011)	Steve Johnson	Northeastern University, Boston, MA St.Johnson@neu.edu	617-373-3404	0	No
NAACP Prof & Executive Job Fair (March 15, 2011)	PSI Job Fair	Radisson Hotel, Boston, MA danyelle@psijobfair.com	952-595-4496 x115	0	No
Industry Referrals	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	4	No

Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM) are Equal Opportunity Employers.

#20 Job Title: WROR – General Sales Manager (1 hire – 10/17/11)

Referral Source(s) of Hire: (#20) Internal Posting

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	2	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	0	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	0	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Craigslist (Boston; Worcester; Providence; Cape Cod)	N/A	www.craigslist.com	N/A	0	No
National Association of Asian American Professionals (NAAAP)	N/A	NAAAP National, P.O. Box 354, Uwchland, PA 19480 www.jobs.naaap.org	215-715-3046	0	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
Bay State Banner Newspaper advertisement & website	Rachel Edwards	23 Drydock Ave., Boston, MA 02210 ads@bannerpub.com	617-261-4600	0	No
Department of Employment and Training (DET) – Veteran’s Service Rep	Michael Falasca	mfalasca@detma.org	617-338-0809	0	No
El Mundo Newspaper & Website	Ramon Rivera	408 S. Huntington Ave., Boston, MA 02130 ramon@elmundoboston.com	617-522-5060	0	No
Alliance for Women in Media (website)	Kate Niswander	1760 Old Meadow Road, Suite 500 McLean, VA 22102 kniswander@allwomeninmedia.org	703-506-3290	0	No
Linked-In	N/A	www.linkedin.com	N/A	2	No

Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM) are Equal Opportunity Employers.

#21-#22 Job WTKK – Account Executive
Title: (2 hires: #21 – 11/13/11;
#22 – 11/14/11)

Referral Source(s) of Hire: (#21) WTKK Website;
(#22) WTKK Website

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Internal Posting/Employee Referral	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	4	No
Local State Broadcasting Associations (Appendix 1)	N/A	See Appendix 1	N/A	0	No
EEO Distribution List (Appendix 2)	N/A	See Appendix 2	N/A	0	No
Greater Media, Inc. HR List (Appendix 3)	N/A	See Appendix 3	N/A	0	No
EEO Distribution List for Organizations Requesting Notice of FT Vacancies (Appendix 4)	N/A	See Appendix 4	N/A	0	Yes
Greater Media Boston Station Websites: WBOS-FM; WKLB-FM; WMJX-FM; WROR-FM; WTKK-FM (Appendix 5)	Marketing Dept. for each station	See Appendix 5	617-822-9600	3	No
Greater Media, Inc. Website	IT Manager	35 Braintree Hill Park, Suite 300, Braintree, MA emcormack@greatermedia.com	781-348-8600	1	No
Greater Media, Inc. Intranet	HR Coordinator	55 Morrissey Blvd., Boston, MA	617-822-9600	0	No
Boston Branch NAACP	N/A	330 Martin Luther King Boulevard Roxbury, MA 02119-1868 www.bostonnaacp.org	617-427-9494	0	No
Community Career Fair (JobNet) (October 25, 2011)	Irina Galatskaya	Roxbury Community College, Roxbury, MA igalatskaya@rcc.mass.edu	617-933-7455	0	No
Veteran’s Job Fair (November 4, 2011)	Michael Falasca	JobNet Career Center, Boston, MA MFalasca@detma.org	617-338-0809	0	No
National Black MBA Association – Boston Chapter	Toby Grooms	P.O. Box 190686, Boston, MA 02119 http://www.bostonblackmba.org Tmg9506@gmail.com	781-708-1512	0	No
LinkedIn	N/A	www.linkedin.com	N/A	2	No
Industry Referral	HR Coordinator	55 Morrissey Blvd, Boston, MA	617-822-9600	4	No
El Mundo Newspaper & Website	Ramon Rivera	408 S. Huntington Ave., Boston, MA 02130 ramon@elmundoboston.com	617-522-5060	0	No

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6) **Total # of Interviewees Referred:** For the period from November 22, 2010, through November 21, 2011, this Employment Unit interviewed 159 interviewees for full-time job vacancies.

7) **Supplemental Recruitment Initiatives.**

(a) **Initiative: Internship Program**

Date: Ongoing

Participants: All Stations

All Greater Media Boston stations have ongoing internship programs designed to assist members of the community in acquiring skills needed for broadcast employment. The internship programs are advertised on Greater Media Boston station websites, through posting jobs with outside sources, and at job fairs. Internships are offered in Marketing/Promotions, Programming, Creative Services, Corporate Communications and MIS.

Although interns are supervised by a specific department, they are encouraged to get exposure with as many different departments and personnel as possible.

The following colleges have had, or currently have, interns at Greater Media Boston during the reporting period: Bryant College; Leslie University; Drexel University; Framingham State University; Northeastern University; Boston University; UMass Boston; Ithaca College; Principia College; Merrimack College; Tufts University; UMass Amherst; Connecticut School of Broadcasting; Merrimack College; Bridgewater State College; Harvard University; Emerson College; Wentworth University.

The following high schools have had, or currently have, interns at Greater Media Boston during the reporting period: Dana Hall School; Newton Country Day; Cambridge Rindge & Latin School; Cristo Rey/Boston High School; Boston Collegiate Charter School.

(b) **Initiative: Participated in (six) Job Fairs:**

(1) **Nat'l Black MBA Association/Boston Diversity Job Fair**

Date: March 1, 2011

Location: Liberty Mutual, Boston, MA

Station Participant: HR Coordinator

(2) **NAACP Professional & Executive Diversity Job Fair**

Date: March 15, 2011

Location: Radisson Hotel, Boston, MA

Participant: HR Coordinator

(3) **Veteran's Job Fair (JobNet Career Center, Veteran's Services)**

Date: May 25, 2011

Location: Northeastern University, Boston, MA

Participant: HR Coordinator

(4) **City of Boston's Annual Diversity Employment Career Fair**

Date: June 8, 2011

Location: Holiday Inn at Beacon Hill, Boston, MA

Participant: HR Coordinator

(5) **JobNet 7th Annual Community Career Fair**

Date: October 26, 2011

Location: Roxbury Community College, Roxbury, MA

Participant: HR Coordinator

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(6) **Veteran's Job Fair**

Date: November 4, 2011

Location: JobNet Career Center, Boston, MA

Participant: HR Coordinator

(#1-#6) Station participant had substantial responsibility in the making of hiring decisions, specifically in making hiring referrals, and was available to speak with job seekers about Greater Media Boston, job opportunities in radio, and any open positions at Greater Media Boston. At the job fairs, Greater Media Boston also promoted the Massachusetts Broadcasters Association Job Bank website, as well as how to learn about open positions in broadcasting in the Boston market through searching industry websites, etc. The Massachusetts Broadcasters Association's brochure "Careers in Radio" was also distributed to job seekers.

(c) **Initiative: Participated in several events and programs sponsored by educational institutions relating to career opportunities in broadcasting:**

• **Mentorship and Job Shadow Programs:**

- **Bridgewater State College (Jan. 2011 – May 2011):** The Asst. Program Director/WMJX mentored a journalism major from Bridgewater State College who was also former resident of the Home for Little Wanderers, a private, non-profit children's and family service agency. The Asst. Program Director met with the mentee twice a week producing news. Through the program, the mentee learned about the radio industry and careers in broadcasting.
- **Big Sisters Program of Boston (Nov. 2010 – ongoing):** WMJX Morning Show Producer has been mentoring two 5th grade students from the Josiah Quincy School in Boston. The Morning Show Producer meets with the mentees once a week. Through the program, the mentees are learning about the radio industry and careers in broadcasting.
- **Harvard University – Mentoring (11/2010 – 6/2011):** The Asst. Program Director/WMJX, mentored a Harvard Senior who was learning to be a news assistant and to produce the *Exceptional Women* program. The Asst. Program Director met with the mentee three times a week producing. Through the program, the mentee learned about the radio industry and careers in broadcasting.
- **Syracuse University – Job Shadow (12/6/10):** Student 'shadowed' Asst. Program Director/WMJX for a day. This student is pursuing a degree in broadcast journalism.
- **Sharon High School – Job Shadow (12/6/11):** WMJX News Personality hosted Sharon High School student, who wanted to learn more about broadcasting and how a radio station operates, for a one-day job shadow.
- **Cristo Rey/Boston High School Corporate Work-Study Program (12/21/10; 1/19/11):** HR Coordinator and Market Manager met with Cristo Rey to learn about their student work-study program, which resulted in Greater Media Boston (GMB) enrolling in their work-study/mentoring program. Students work as paid interns at the stations approximately one day a week, learning about working at a broadcasting office. GMB had one student from January to June and another student from September to December.
- **Cristo Rey/Boston High School Orientation Speaker – Lesson Plan: Taking Initiative – Being Innovative and Creative at Work (8/29/11):** HR Coordinator led three sessions (approximately 20 students each) – which helped students prepare for their work-study placements at Greater Media Boston.

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- **Cristo Rey/Boston High School – Mentoring (Sept-Oct, 2011):** HR Coordinator mentored a Cristo Rey freshman, one day a week, where he learned general administrative functions in a radio station and about some of the skills needed for a career in the broadcast industry.
 - **Principia College – Mentoring (March-June 2011):** WMJX Morning Personality mentored a student from Principia College, who was given hands-on daily responsibilities related to producing a morning show. The Morning Personality met with the mentee at least once a week. Through the program, the mentee learned about the radio industry and careers in broadcasting.
 - **Dana Hall School – Mentoring (May 2011):** WTKK news personality mentored a senior during her spring semester for a news research and writing project. The News Personality worked with the mentee for approximately 40 hours in May 2011. Through the program, the mentee learned about the radio industry and careers in broadcasting.
 - **Lawrence Boys & Girls Club – “Mentor Day” (5/11/11):** WMJX News Personality, along with other Greater Media employees hosted five teens from the Lawrence Boys & Girls Club on their “mentor day.”
 - **Emerson College – Shadowing (5/18/11):** WMJX News Personality hosted an Emerson graduate who ‘shadowed’ her for a day.
 - **Berklee College of Music – Job Shadow (6/1/11):** Asst. Program Director/WMJX met with an aspiring young singer to learn how to expand her fan base, find a manager, and promote her music through radio.
 - **Boston High School Student – Job Shadow (6/26/11):** Asst. Program Director/WMJX was shadowed by a Boston High School student who aspires to be an on-air news anchor in TV or Radio. She was also able to shadow the taping of Community Auditions.
 - **Smith College Student – Mentoring (8/3/11):** WMJX News Personality and co-host of the *Exceptional Women* program met with a recent graduate of Smith College for 3 hours, who wanted to learn more about the interview process for the award winning program. The mentee learned about some of the skills required for careers in broadcasting.
 - **School Career/Internship Fairs, Panels, Speaking Engagements, and Events:**
 - **Northeastern University – Cooperative Education & Internship Program Employer Breakfast (12/14/10):** HR Coordinator learned about Northeastern University internship and co-op programs; participated in a roundtable discussion with other employers, and discussed how Greater Media Boston stations can improve their internship programs. (Attended by HR Coordinator)
 - **Boston CIC (Career & Internship Connections) Fair (1/10/11):** Multi college career and internship event, with 15 participating colleges. Greater Media Boston participated in ‘The Open Forum’. Location: John Hancock Conference Center, Boston MA (Attended by HR Coordinator)
 - **UMass Boston ‘STEM’ Internship Exposition & Panel Discussion (2/17/11):** Met with UMass Boston Science, Technology, Engineering, and Mathematics (STEM) students to discuss internship opportunities at Greater Media Boston – focusing on IT and Engineering opportunities. (Attended by HR Coordinator)
 - **Emerson College – Internship Career Fair (2/23/11):** Location: Marriott Tremont Hotel, Boston, MA. Spoke with Emerson students about internship opportunities at Greater Media Boston. Distributed Massachusetts Broadcasters Association’s brochure “Careers in Radio”. (Attended by: HR Coordinator, Promotion Assistant.)
- Stations WKLB-FM, WROR-FM, WBOS(FM), WMJX(FM), and WTKK(FM)
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- **Tufts University Internship Fair (3/2/11):** Location: Tufts University, Medford, MA. Spoke with Tufts students about internship opportunities at Greater Media Boston, focusing on Interactive/Web Design internships. Distributed Massachusetts Broadcasters Association's brochure "Careers in Radio". (Attended by: HR Coordinator, Digital Content Manager.)
- **Bay State College Annual Career Fair (4/20/11):** Location: Bay State College, Boston, MA. Spoke with Bay State students about internship opportunities at Greater Media Boston. Distributed Massachusetts Broadcasters Association's brochure "Careers in Radio". (Attended by: HR Coordinator)
- **Connecticut School of Broadcasting www.gocsb.com Feature (7/13/11):** The Asst. Program Director/WMJX gave her advice on a career in radio for a Connecticut School of Broadcasting feature on CSB's website entitled "How to Get a Job in Radio."
- **Student Visits to Greater Media Boston:**
 - **Austin Preparatory School /Reading (March 2011):** WTKK Account Executive hosted approximately 15-20 juniors & seniors who are part of the Austin Preparatory School's high school exchange program with Argentina, so they could learn about American radio broadcasting.
 - **West Bridgewater Nat'l Junior Honors Society (6/9/11):** WMJX/WKLB General Sales Manager hosted forty (40) 8th grade honor students to a 'media day' at Greater Media Boston. The students toured the facility, learned about recording radio commercials (with Creative Services), made an interactive radio commercial (videotaped in front of a 'green screen'), and observed the Loren & Wally Show live. A Q&A discussion was led by the VP/Market Manager.
 - **Waverly Place – 'Lunch & Learn' Session (11/3/11):** Greater Media Boston hosted a small group from this vocation rehabilitation facility. The group was given a tour of the studios, participated in doing commercial production, learned how 'green screen' videos are produced for the websites, and listened to presentations by a Promotion Coordinator and an office assistant about their jobs. (Attended by HR Coordinator; WBOS Promotion Coordinator; Administrative Assistant.)
 - **Westfield State University – Student Visit (11/11/11):** A group of communications majors from Westfield State University sat in on WTKK's Doug Meehan Show, to witness and learn about a live broadcast. Then they met with WTKK's Marketing Director, where they learned about marketing talk radio.
 - **Greater Media Boston Hosted a 16-Year Autistic Student (8/23/11):** This student (and his Mom) were given a behind-the-scenes tour of the GMB studios, where he was able to meet his favorite on-air personalities, and learn how a commercial is produced. (Managed by Executive Assistant.)
 - **7th Annual Diversity Poetry Contest (Nov 2010-Feb 2011):** Greater Media Boston and World Unity, Inc. partner to sponsor the 7th annual "Equality & Diversity" poetry contest. Students across Massachusetts are invited to write a poem that best describes their interpretation of equality and diversity. The contest begins in November. The winning selections for three age groups are recorded by the students at Greater Media's studios and produced into PSA's to air on Greater Media's radio stations.

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(d) Initiative: Participated in events sponsored by organizations representing groups present in the community interested in broadcast employment issues:

- **Eastern Conference of the Girls Scouts of America (2/16/11):** Asst. Program Director/WMJX was the keynote speaker at this conference. The speech was about what skills are needed to be on the air and she highlighted the creation of the *Exceptional Women* program on Greater Media Boston radio.
- **International Women’s Day (3/8/11):** Asst. Program Director/WMJX was the keynote speaker/emcee at this event. The speech focused on the accomplishments of women in media and, as the representative of the broadcasting industry at the event, she highlighted the creation of the *Exceptional Women* program on Greater Media Boston radio.
- **Women in Media Event (10/6/11):** Sponsored by the Greater Boston Chamber of Commerce, Asst. Program Director/WMJX participated as a panelist representing radio on a panel focused on women in media. Her focus on the panel was about how to get a job in radio.
- **Mass Appeal: Life Beyond the Job –Building a Better Commonwealth (8/8/11):** Co-sponsored by the Boston Globe, employers were invited to attend a panel discussion, followed by a networking event. (Attended by HR Coordinator)
- **National Black MBA Association ‘Leaders of Tomorrow’ – Building Bridges to Business Event (8/10/11):** Greater Media was a ‘bronze’ sponsor of this event, highlighting Leaders of Tomorrow’s successful mentoring program involving high school students. (Attended by HR Coordinator)
- **GRLZRadio.org – Magic 106.7 Presents Ms. Patti Austin (12/3/10):** Magic 106.7 arranged for Grammy recording artist, Patti Austin, to meet with the members of GRLZRadio.org at their studios. Ms. Austin spoke with the ‘grlz’ about her own career path, and answered questions. Two of the ‘grlz’ interviewed Ms. Austin for their streaming radio program. (Attended by HR Coordinator)
- **Urban League of Eastern Massachusetts: Boston Talks Race: The First in a Series of 4 Forums – “Understanding Boston” (1/26/11):** Hosted by the Boston Foundation, this breakfast forum addressed ‘Exploring the Reputation and Reality of Race Relations in Boston’. Panel discussion followed by networking. (Attended by HR Coordinator)
- **NAACP/Boston Branch Meeting: “President’s Report” (1/31/11):** The new President of the Boston NAACP was introduced, as well as the Officers and Executive Committee. Goals and issues were presented, including employment issues. The new chapter website was discussed, which will include a ‘Job Bank’ accessible to members and the community. (Attended by the HR Coordinator)
- **The National Black MBA Association – Board Meeting (2/9/11):** Greater Media Boston hosted the monthly board meeting of the National Black MBA Association. The Greater Media Boston HR Coordinator attended the meeting and uses these board meetings to develop relationships with the organization to increase referrals from the organization to fill job vacancies at the stations. Additionally, the HR Coordinator highlighted job vacancies at Greater Media Boston at the meeting. (Attended by HR Coordinator)
- **The National Black MBA Association Presents: Diversity & Inclusion II – Looking Through A Diversity Lens & Being Successful in the Workplace – Recognizing Politics and Barriers to Inclusion (2/17/11):** Panel discussion; networking. (Attended by HR Coordinator)
- **Urban League of Eastern Massachusetts: Boston Talks Race: The Second in a Series of 4 Forums – “The Face of Boston” (3/4/11):** HR Coordinator attended the 2nd in this series, which was held at the Museum of Science. The panel discussion talked about the ‘Face of Boston’, which tied into a new exhibit at the museum. A networking reception was followed by access to the new exhibit.

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The Greater Media Boston HR Coordinator had an opportunity to network and discuss careers/job opportunities within Greater Media Boston.

- **Urban League of Eastern Massachusetts: State of Black Boston (7/25/11):** Urban League presented their report on the ‘State of Black Boston’; followed by panel discussions. HR Coordinator attended the “Media” panel, moderated by Howard Manly, Executive Editor of the *Bay State Banner* newspaper. Primary topic discussed the (lack of) representation of people of color in Boston media.
- **Urban League National Convention (7/27-7/29/11):** HR Coordinator, representing Greater Media Boston, worked at the convention serving as volunteer ‘ambassador’ at both the Welcome Reception and Benefit Concert.
- **MassGAP Meeting (3/5/11):** WMJX Producer of ‘Exceptional Women’ and the HR Coordinator met with members of the coalition to discuss possible partnerships with ‘Exceptional Women’ and Boston chapter of the Alliance for Women in Media. The Greater Media Boston Producer and HR Coordinator had an opportunity to network and discuss careers/job opportunities within Greater Media Boston.
- **MassGAP Presents: Moving Women Ahead (5/2/11):** Focus on Massachusetts Government Appointments Project 2011. Greater Media was a ‘participating organization’. Speakers with networking opportunities. (Attended by HR Coordinator)
- **Bay Cove Human Services – Employer Event (5/4/11):** Greater Media is a supporter of the Bay Cove Human Services and attended the employer event for employers of Bay Cove members. (*A Bay Cove member has been employed at GMB for over 5 years.*) The HR Coordinator was asked to address the employer group about GMB’s Bay Cove experience. (Attended by the HR Coordinator and GMB/Bay Cove employee)
- **Boston Private Industry Council (PIC) Annual Meeting (5/12/11):** Annual program meeting, hosted at the Federal Reserve Bank Building. (Attended by HR Coordinator) The Greater Media Boston HR Coordinator had an opportunity to network and discuss careers/job opportunities within Greater Media Boston.
- **Boston Talks Race – 3rd Session (5/12/11):** Hosted at UMass Boston, the room was addressed by several keynote speakers on the topic of diversity and employment. Each table participated in a roundtable discussion, which was recapped to the entire room. A lively networking session followed. (Attended by HR Coordinator)
- **GRLZRadio.org Graduation Reception (5/27/11):** GMB was present at the graduation reception of the GRLZRadio.org members leaving the program, and continuing on in college. (Attended by HR Coordinator)
- **The 2011 Women’s Symposium: A Roadmap to Executive Leadership – presented by Adecco Group North America, Seyfarth Shaw LLP & the Urban League of Eastern Massachusetts (6/21/11):** Speaker panel shared ideas and experiences, offered advice on the unique challenges women face in the workplace, and empower women to reach for the next level of leadership in the workplace. A networking reception followed. (Attended by HR Coordinator)
- **Boston Talks Race: Moving Forward -4th in the series (7/21/11):** Hosted at The Salvation Army Ray & Joan Kroc Corps Community Center; co-sponsored by the Urban League of Eastern Massachusetts, the discussion continued, focusing on the progress of people of color in Boston – especially related to employment. Keynote speakers were following by general discussion. (Attended by HR Coordinator)

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- **National Urban League “Jobs Rebuild America” Career Fair & Expo at the Boston Convention Center (7/26/11):** HR Coordinator served as a volunteer and ‘ambassador’ at the career fair, interacting with participating employers and job seekers, representing Greater Media.
 - **Bay Cove Human Services – Employer Recognition Breakfast (7/27/11):** Greater Media is a supporter of the Bay Cove Human Services and attended the employer event for employers of Bay Cove members. *(A Bay Cove member has been employed at GMB for over 5 years.)* GMB was presented with a Certificate of Appreciation: *Awarded to Greater Media Boston in Recognition of Your Commitment to Hiring a Diverse Workforce.* (Attended by the HR Coordinator)
 - **The National Black MBA Association Presents: Diversity & Inclusion III – Managing Your Career in Tough Economic Times & Valuing Entrepreneurship in a Tough Economy (11/16/11):** Panel discussion on employment, hosted at the Harriet Tubman House, Boston. Panel discussion; networking. (Attended by HR Coordinator)
- (e) **Initiative: Management-level training as to Equal Employment Opportunity and Anti-Discrimination**
- **NAB EEO Update Webinar (7/20/11):** Greater Media Boston HR Coordinator attended the NAB EEO webinar regarding EEO updates and record-keeping practices. (Attended by HR Coordinator)
 - **New CORI Law & Disability: Best Hiring & Human Resources Practices – Employer Seminar – New CORI Law; Disability and ADA Issues in the Workplace (6/6/11):** Hosted by Suffolk University. (Attended by HR Coordinator)
 - **Boston Branch NAACP Hosts: “A Racial Discrimination Training” session (6/8/11):** The session included speakers and a panel discussion, with active dialogue between the panel members and the audience. There was an emphasis on equal employment and preventing discrimination. (Attended by HR Coordinator)
- (f) **Initiative: Participated scholarship programs designed to assist students interest in pursuing a career in broadcasting:**
- **Stars Over Boston (4/12/11):** The Asst. Program Director of WMJX served as Executive Producer and Judge for Stars Over Boston, a talent show held at Scullers Jazz Club, to benefit the Alliance for Women in Media’s scholarship fund. Proceeds from admission ticket sales are used to fund a scholarship for a female student to attend the Connecticut School of Broadcasting and a grant to GRLZRadio.org.
- (g) **Initiative: Participated in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information on broadcasting employment opportunities to job candidates who might otherwise be unaware of such opportunities:**
- **Outreach to Veterans:**
 - **Dept. of Veterans Affairs – Vocational Rehabilitation and Employment (VR&E) Program (1/14/11):** Met with Employment Coordinator – VR&E VetSuccess rep to discuss job opportunities in broadcasting for returning veterans. Greater Media Boston conducted an informative tour, discussed various types of employment opportunities, and the basic job requirements. (Hosted by HR Coordinator)

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- **Summer Apprenticeship Programs and Summer Fellowships at Greater Media Boston:**
 - **Boston Private Industry Council (PIC) Tech Apprenticeship Program (8/19/11):** Annual Boston Private Industry Council (PIC) Tech Apprenticeship meeting. Greater Media Boston continues to support this program through hiring Boston high school students in the summer in the Greater Media Boston IT Department. Students learn about some of the skills required for careers in broadcasting during their summers with Greater Media Boston. (Attended by HR Coordinator)

Boston High School Student – Mentoring Session (8/19/11): HR Coordinator had an initial meeting with a student from the Boston Private Industry Council Tech Apprenticeship Program and the Leaders of Tomorrow Program, coaching the student on interview skills; employer outreach; broadcasting opportunities and training. (The HR Coordinator continues to mentor this student.)
 - **GRLZRadio.org and Greater Media Boston (GMB) Summer Fellowship (ongoing):** GRLZRadio.org continues to deepen its collaborative relationships through its web-based broadcast that supports the principles of non-violence, respect for women and girls, and positive messages. Beginning in the summer of 2008, GRLZRadio.org began a collaboration with GMB, providing opportunities for professional career development, mentorship and production and broadcasting partnerships between GRLZRadio.org and GMB. GMB offers one paid summer fellowship to a GRLZRadio.org participant who meets the eligibility requirements. The fellowship includes a position with GMB (a minimum of 20 hours weekly) for at least 8 weeks. The selected fellow this past summer worked with 96.9 FM Boston Talks (Michael Graham Show), an assisted the marketing departments of the other radio stations, as well as the HR Coordinator.

- **Mock Interviews:**
 - **GRLZRadio.org ‘Mock’ Interview Session (2/25/11):** HR Coordinator participated in ‘mock’ interviews with the members of GRLZRadio.org (ages 13-18), to help them learn interview skills for on-air radio interviews. (Attended by HR Coordinator)
 - **Northeastern University – Mock Interview Practice (8/2/11 & 8/5/11):** GMB was approached by Northeastern University’s international division, asking the HR Coordinator to conduct ‘mock’ interviews with two students, where English is their 2nd language. Both students were Asian, with the goal of obtaining a position with a media company.

- **Promoting Diversity in Employment Generally:**
 - **Women’s Organization Summit: 2020 Women on Boards (9/12/11):** Hosted by Simmons College School of Management. Speakers and roundtable discussions regarding promoting women into professional leadership roles in business, as well as encouraging women business owners. (Attended by HR Coordinator)
 - **5th Multicultural Conference (10/27/11):** Hosted at UMass Boston. Included keynote speakers, a panel discussion and roundtable discussions addressing global multiculturalism and diversity. Particular attention was paid to employment issues. (Attended by HR Coordinator) *Note: Greater Media Boston has supported this conference by placing an ad in Connections Magazine – a publication of the Multicultural Symposium Series.*

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- **Board Memberships:**

- **The Alliance for Women in Media/Boston (ongoing):** Asst. Program Director for WMJX and the HR Coordinator sit on this non-profit board. The Asst. Program Director/WMJX has been the President of this chapter since 2002, overseeing membership, programming and events. Their mission is to mentor the next generation of women in radio, television, and new media.
- **Massachusetts Hall of Fame (ongoing):** Asst. Program Director for WMJX sits on this non-profit board. The mission of this organization is to create a permanent, interactive museum, honoring those who have been pioneers in radio and television in Massachusetts. She represents female broadcasters.

(h) Initiative: List each upper-level job opening in a job bank or newsletter of a media-trade group with a broad-based membership, including substantial participation of women and minorities.

- **Alliance for Women in Media:** Where appropriate, Greater Media Boston sends notification of job openings to the Alliance for Women in Media. During this reporting period, Greater Media Boston notified this organization of the following upper level position(s): Talk Show Host (10), Morning Show Personality (11), and General Sales Manager (20).
- **Boston Women Communicators:** Where appropriate, Greater Media Boston sends notification of job openings to Boston Women Communicators for posting. During this reporting period, Greater Media Boston notified this organization of the following upper level positions: Talk Show Host (10) and Morning Show Personality (11).
- **NAACP:** Where appropriate, Greater Media Boston sends notification of job openings to the NAACP Boston Branch; as well as attending monthly meetings. During this reporting period, Greater Media Boston notified this organization of the following upper level positions: all Account Executive openings.
- **Black MBA Association/Boston Branch:** Where appropriate, Greater Media Boston sends notifications of job openings to Toby Grooms of the Black MBA Association/Boston Branch, who maintains an excellent recruitment network in all levels of employment, as well as upper level positions. During this reporting period, Greater Media Boston notified this organization of most job openings, including the following upper level positions: all Account Executive openings, Marketing Director (14), Promotions Coordinator (16), and General Sales Manager (20).

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APPENDICES

APPENDIX 1: Local State Broadcasting Associations

Massachusetts Broadcasters Association www.massbroadcasters.org
New Hampshire Association of Broadcasters www.nhab.org

APPENDIX 2: EEO Distribution List

The Career Place gsommer@detma.org
Bay State College www.baystate.edu
Boston College <http://bc-csm.symplicity.com>
Boston University Office of Career Services future@bu.edu
NE Institute of Art khuyghue@aia.edu
Tufts University Alexandra.los@tufts.edu
Boston Career Link dclemen@detma.org
CT School of Broadcasting, Boston bostoncsb@aol.com
Wentworth Institute of Technology www.myinterfase.com/wentworth/employer

The Appendix 2 organizations did not request job postings from Greater Media Boston; however, these organizations maintain job posting services for their clients, students and/or alumni. Greater Media Boston notifies these organizations of full-time vacancies by either: (a) emailing the job vacancy notice to the organization or (b) submitting the information on the job vacancy notice online through the organization's website and/or online job bank (if the organization prefers this method of submission).

APPENDIX 3: Greater Media HR List

IT Manager – Greater Media, Inc. 35 Braintree Hill Park #300 Braintree, MA 02184 emccormack@greatermedia.com (781) 348-8600	Linda Vinci – Greater Media Newspapers 3499 Route 9 North, Suite 1B Freehold, NJ 07728 lvinci@gmnews.com (732) 358-5200
Karen Suddreth – Greater Media Charlotte One Julian Price Place Charlotte, NC 28208 ksuddreth@wbt.com (704) 374-3600	Ann Marie Kaltschmid – Reg'l HR Mgr GMNJ Box 100, Broadcast Center New Brunswick, NJ 08903 akaltschmid@greatermedianj.com (732) 249-2600
Sheila Smith – Greater Media Detroit One Radio Plaza Ferndale, MI 48220 ssmith@greatermediadetroit.com (248) 591-6800	Toni Pirrone – Greater Media Philadelphia One Bala Plaza, Suite 339 Bala Cynwyd, PA 19004 tpirrone@greaterphila.com (610) 667-8500

All Greater Media companies are included in intra-company job postings. Referrals are encouraged. Current Boston job postings are also listed on the Greater Media INTRANET, under "Boston Job Postings."

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APPENDIX 4: EEO Distribution List for Organizations Requesting Notice of Full-Time Vacancies

Babson College Center for Career Development	kandreottola@babson.edu
Brandeis University	oshea@brandeis.edu
Bridgewater State College	debra.london@bridgew.edu
Emerson College	matthew_cardin@emerson.edu
Northeastern University	husky@neu.edu
Emmanuel College	careerdevelopment@emmanuel.edu
Framingham State University	careerservices@framingham.edu
Roxbury Community College	jthrash@rcc.mass.edu
UMass Boston	careers@umb.com
Ithaca College	www.ithaca.edu/careers
Salem State	lisa.morency@salemstate.edu
DETMA – Maurice Lewis	mlewis@detma.org
JobNet	jacker@detma.org

The Appendix 4 organizations have requested to be notified of any Greater Media job vacancies via their designated email addresses (specific contact information N/A).

APPENDIX 5: Greater Media Boston Station Websites

WBOS	www.myradio929.com
WKLB	www.wklb.com
WMJX	www.magic1067.com
WROR	www.wror.com
WTKK	www.969bostontalks.com

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