

**LIST OF ALL FULL-TIME JOBS FILLED  
FOR THE 12 MONTH PERIOD OF APRIL 1, 2023 through MARCH 31, 2024**

*Complete this worksheet continuously every time a vacancy is filled.*

Job Title: Sales Date Filled: 5/30/2023

Job Title: Sales Date Filled: 6/26/2023

Job Title: Sales Date Filled: 7/10/2023

Job Title: Sales/Sports On-Air Date Filled: 9/5/2023

Job Title: Promotions Coordinator Date Filled: 9/19/2023

Job Title: Promotions Coordinator Date Filled: 10/20/2023

Job Title: Sales Date Filled: 11/6/2023

Job Title: Sales Date Filled: 2/12/2024

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

Job Title: \_\_\_\_\_ Date Filled: \_\_\_\_\_

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*

**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 5/30/2023 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ Station Website \_\_\_\_\_

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>2023-2024 EEO Outreach List</b>	
AllAccess.com Post 5/22/23	
Careerpage.org post dated 5/22/23	
Indeed.com listing 5/22/23	
Station Websites	
Employee Salute Ads on Stations	

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**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 6/26/2023 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ Station Website \_\_\_\_\_

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>2023-2024 EEO Outreach List</b>	
AllAccess.com Post 5/22/23	
Careerpage.org post dated 5/22/23	
Indeed.com listing 5/22/23	
Station Websites	
Employee Salute Ads on Stations	

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**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 7/10/2023 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ Employee Referral \_\_\_\_\_

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>2023-2024 EEO Outreach List</b>	
AllAccess.com Post 5/22/23	
Careerpage.org post dated 5/22/23	
Indeed.com listing 5/22/23	
Station Websites	
Employee Salute Ads on Stations	

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**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy:     Promotions Coordinator     Date Vacancy Filled:     9/19/2023    

Recruitment Source for Actual Hire:                                 Former Contractor/Part Time Employee                                

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>Indeed.com 9/13/23</b>	

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*

**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: Promotions Coordinator Date Vacancy Filled: 10/20/2023

Recruitment Source for Actual Hire: Indeed.com

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>Indeed.com 9/13/23</b>	

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*

**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 11/6/2023 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ Employee Salute Ads \_\_\_\_\_

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>2023-2024 EEO Outreach List</b>	
AllAccess.com Post 5/22/23	
Careerpage.org post dated 5/22/23	
Indeed.com listing 5/22/23	
Station Websites	
Employee Salute Ads on Stations	

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*



**LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY**

*Complete this worksheet after filling a full time vacancy. Use as many copies as are necessary. Include organizations requesting notice of vacancy.*

Title for Vacancy: \_\_\_\_\_ Sales \_\_\_\_\_ Date Vacancy Filled: \_\_\_\_\_ 2/12/2024 \_\_\_\_\_

Recruitment Source for Actual Hire: \_\_\_\_\_ Employee Salute Ads \_\_\_\_\_

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**RECRUITMENT SOURCES UTILIZED FOR THIS VACANCY**

Name and Address of Source	Contact Person and Phone Number
<b>2024-2024 EEO Outreach List</b>	
Careerpage.org post dated 1/18/24	
Indeed.com listing 1/18/24	
Digital Recruitment Ads on Stations	
Employee Salute Ads on Stations	

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*

**YEARLY TOTAL NUMBER OF INTERVIEWEES  
AND TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH  
RECRUITMENT SOURCE**

*Complete this worksheet on the anniversary date of the renewal filing due date using the Tally of Interviewee Sources for Each Full-Time Vacancy (Page 16)*

Yearly Period Beginning: 2023 Ending: 2024

Total Number of Persons Interviewed for Full-Time Vacancies: 16

Total Number of Interviewees Referred by Each Recruitment Source:

<b>Recruitment Source Name</b>	<b>Total Number of Interviewees</b>
<b>Station Website/On-Air Ads</b>	7
<b>Former Employee</b>	3
<b>Lucy Rice Recruiter</b>	2
<b>Indeed.com</b>	1
<b>Internal Promotion</b>	1
<b>Employee Referral</b>	1
<b>CareerPage.org</b>	1

*Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.*

**SUMMARY DESCRIPTION OF  
SUPPLEMENTAL OUTREACH INITIATIVES**

*Complete this form to summarize the activities compiled on the Description of Supplemental Outreach Initiatives worksheets (page 16). Stations required to engage In four initiatives should use an additional sheet to include remaining initiatives.*

**2/4 YEAR PERIOD BEGINNING** April 1, 2023 **AND ENDING** March 31, 2024

Specify First Initiative: **Annual Management Meeting August 13 – August 15, 2023**

Describe activities undertaken to fulfill that initiative: Bud Walters (President of The  
Cromwell Group Inc and Affiliates), Market Managers, Business Managers, Programmers  
and Digital Staff attended a two day meeting discussing topics related to company policies  
on Non-Discrimination policies, and EEO. Doug Pierce, HR Attorney, attended to provide  
training on these policies.

Specify Second Initiative: **Jobs Posted Online on TAB Job Bank and NASBA Job Bank**

Describe activities undertaken to fulfill that initiative: All jobs, including upper-level  
positions, are posted to the Tennessee Association of Broadcasters website job bank. TAB’s  
membership includes the participation of women and minorities. All jobs are also posted to  
Careerpage.org that is operated by the National Alliance of State Broadcasters Associations.

*Place in the Public file and post on the station’s website annually on the anniversary of the renewal filing date.*

**SUMMARY DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES**

*Complete this form to summarize the activities compiled on the Description of Supplemental Outreach Initiatives worksheets (page 16). Stations required to engage In four initiatives should use an additional sheet to include remaining initiatives.*

**2/4 YEAR PERIOD BEGINNING** April 1, 2023 **AND ENDING** March 31, 2024

Specify Third Initiative: Internship Program

Describe activities undertaken to fulfill that initiative: Each semester, stations host interns  
From area colleges seeking a degree in radio broadcasting. Interns observe the day to day  
operations of our Promotions and Programming departments. Stations have subsequently hired  
former interns to fill vacant positions in the our Promotions and Programming departments.

Specify Fourth Initiative: Monthly Employee Salute On-Air Ads

Describe activities undertaken to fulfill that initiative: Each month, stations air ads saluting  
employees who have anniversaries in that month, spotlighting those who have worked with us for  
multiple years and encourage listeners to join our team by applying.

*Place in the Public file and post on the station’s website annually on the anniversary of the renewal filing date.*

# 2023-2024 Job Posting List

Company	Contact	Phone Number	E-Mail	Address	City State Zip
East Tennessee State University	Jeffrey Alston	423-439-4450	careers@etsu.edu	Gilbreath Dr.	Johnson City, TN 37614
Eastern KY University	Matt Schumacher	859-622-1296	oacs@eku.edu	521 Lancaster Ave	Richmond, KY 40475
KY State University	Daryl Love	502-597-6700	career.center@kysu.edu	400 E Main St.	Frankfort, KY 40601
KY Wesleyan College	Deb Jones	270-852-3302	deborah.jones@kwc.edu	3000 Frederica St.	Owensboro, KY 42301
Lipscomb University	Monica Wentworth	615-966-1000	careerdevelopment@lipscomb.edu	One University Park Dr. Bennett Campus Center Suite 120	Nashville, TN 37204
Murray State	Matt Purdy	270-809-3735	msu.careerservices@murraystate.edu	100 Oakley Applied Science Bldg	Murray, KY 42071
Simmons College of KY	Christine Cosby	502-776-1443	info@simoonscollegeky.edu	1018 South 7th St.	Louisville, KY 40203
TAB	Brenda Heidt	615-545-5762	brenda@tabtn.org	2 International Plaza Dr. Suite 902	Nashville, TN 37217
Tennessee State University	Antoinette Duke	615-963-5000	careerdevelopment@tnstate.edu	3500 John A Merritt Blvd	Nashville, TN 37209
Tennessee Technological University	Sharon Stevenson	931-372-3232	career@tntech.edu		Cookeville, TN
The University of Tennessee Knoxville	Hunter Pritchard	865-974-5435	career@utk.edu		Knoxville, TN
The University of Tennessee-Martin	Dr. Mark McCloud	731-881-7712	career@utm.edu	University St.	Martin, TN 382378
The University of TN at Chattanooga	Rob Liddell	423-425-4184	career.utc.edu	615 McCallie Ave	Chattanooga, TN 37403
Trevecca	Nicole Hubbs	615-248-7725	careerservices@trevecca.edu	333 Murfreesboro Rd.	Nashville, TN 37210
University of KY	Ray Clere	859-257-2746	hireblue@uky.edu		Lexington, KY
Vanderbilt University Career Center		615-322-2750	careercenter@vanderbilt.edu	310 25th Ave. South Suite 220 Student Life Center	Nashville, TN 37240
Watkins College of Art Design & Film				2298 Rosa L Parks Blvd	Nashville, TN 37228
Welch College				1045 Bison Trail	Gallatin, TN 37066
Western KY Univeristy	Becky Tinker			1906 College Heights Blvd	Bowling Green, KY 42101

## Companies Requesting Job Postings

Company	Contact	Phone Number	E-Mail	Address	City State Zip
Belmont	Mary Claire Dismukes	615-460-6490	careerdevelopment@belmont.edu	1900 Belmont Blvd Gabhart Student Center 2nd Floor	Nashville, TN 37212
MTSU	Jeanette Stevens	615-898-2500	career@mtsu.edu	1301 East Main St.	Murfreesboro, TN 37132
Austin Peay	Megan Simpson	931-221-6544	careerservices@apsu.edu	Morgan University Center, Room 201 PO Box 4637	Clarksville, TN 37044