EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period of June 1st, 2022-May 31st 2024. Placed in the public file on June 3, 2024.

1)  Employment name & Location: Charlottesville, Virginia. Stu-Comm Incorporated.

2)  Call sign and community licenses: WNRN, Charlottesville

3)  EEO Contact Information:

       Mailing address: 2250 Old Ivy Road, Suite 2 Charlottesville, VA 22903

       Telephone number: 434-971-4096

       Contact Person: Ann Voss

       Email Address: avoss@wnrn.org

4)  Full-time job vacancies filled in time period covered by report:

Section 1: Full time job openings filled during this period:

June 1, 2023 – May 31, 2024

Job Title                                          Recruitment Source Referring Hire

Client Services and Traffic Coord Facebook

Program Director Publicmediajobs.org

Director of Fundraising wnrn.org

Operations Manager     wnrn.org

Sales Associate wnrn.org

Section 2: Recruitment Sources

June 2022 – May 2023

| Recruitment source: | Total Number of Interviewees this source provided | Full time positions which this source was utilized |
| --- | --- | --- |

| 1 | Internal posting at WNRN/wnrn.org | 1  0  0  1  1 | Client Serv. Traffic Coord  Program Director  Director of Fundraising  Operations Manager  Sales Associate |
| --- | --- | --- | --- |
| 2 | The CNE (Center for Non-Profit Excellence)  1701-A Allied Street  Charlottesville, VA 22903  434-244-3330 main  staff@thecne.org  thecne.org | 0  0  1 | Client Serv. Traffic Coord  Director of Fundraising  Sales Associate |

| 3. | Community Foundation for a Greater Richmond  Connectva.org | 0  0  1  0  1 | Client Serv. Traffic Coord  Program Director  Director of Fundraising  Operations Manager  Sales Associate |
| --- | --- | --- | --- |
| 4. | Word of Mouth | 1  1  1 | Program Director  Director of Fundraising  Operations Manager |
| 5. | Greater Public website  Greaterpublic.org  401 North 3rd Street, Suite 370  Minneapolis, MN  55401  1-888-454-2314 | 0  0 | Program Director  Director of Fundraising |
| 6. | Public Media Jobs  https://jobs.current.org/ | 1  0  1 | Program Director  Director of Fundraising  Operations Manager |

| 7. | CPB Jobline  [www.cpb.org/jobline](http://www.cpb.org/jobline)  Corporation for Public Broadcasting  401 Ninth Street, NW  Washington, DC 20004-2129  202-879-9600 | 1  0  0  0  0 | Client Serv. Traffic Coord  Program Director  Director of Fundraising  Operations Manager  Sales Associate |
| --- | --- | --- | --- |
| 8 | VAFRE  vafre.org | 2 | Director of Fundraising |
| 9 | LinkedIn | 1  0  2 | Client Serv. Traffic Coord  Director of Fundraising  Sales Associate |
| 10 | Facebook | 3  0  0  0  1 | Client Serv. Traffic Coord  Program Director  Director of Fundraising  Operations Manager  Sales Associate |
| 11 | Instagram | 2 | Client Serv. Traffic Coord |

**Section 3:**

**Community Outreach Efforts**

1)      WNRN recruits and retains volunteers for on air shifts. The training of volunteers starts with voice tracking. This includes learning the contents and order of a break, and work towards a conversational style while going through the scripts and branding statements. Once well versed in voice tracking and has a command of break elements, volunteers are trained to do an on-air shift.  All volunteers must understand the FCC requires of a transmitter operator.  Volunteers are critiqued by staff to improve their overall on-air performance.

2) Our on-going semester internship program welcomes students from area universities and colleges who are motivated and excited about learning and contributing to community radio. Their internship is endorsed, supported and monitored by the sponsoring university. Students receive course credit for their work with WNRN upon completion of each semester. WNRN offers internships for spring, summer and fall semesters. During this reporting period, WNRN has had four student interns. Two internship for the summer, two internships for the fall. WNRN interns learn administrative and marketing skills, help manage our music and winner databases, create Facebook events, edit podcasts, and update the WNRN website.

3) WNRN encourages station employees to attend training conferences and events hosted by non-commercial radio trade or music organizations. This year we attended South by Southwest Public Radio Day, NonComvention, PMDMC, International Bluegrass Music Association, Americana Fest, and Triple A Summit Fest. Various online webinars were also attended by staff.