

WRLH

EEO PUBLIC FILE REPORT

June 1, 2014 - May 31, 2015

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Sales Account Executive	1-4, 7-8, 10-14, 19-20, 22, 24-30, 32, 34-35, 37, 39, 41-46	4
Sales Account Executive Trainee	1-4, 7-8, 10-14, 18-20, 22, 24-30, 32-35, 37, 39, 42-46	34
Sales Account Executive Trainee	1-4, 7-8, 10-14, 18-20, 22, 24-30, 32-35, 37, 39, 42-46	4
Chief Engineer	1-3, 7-8, 10, 12-14, 18-20, 22-23, 25-30, 32, 34-35, 37, 39-40, 42-46	34
General Manager	5	5
Receptionist	2, 7, 9, 15-16, 22, 31, 33-34, 39	16
Master Control Operator -- Full-Time	1-3, 7-8, 12-15, 18, 20-23, 25-30, 32, 34-35, 37, 39-40, 42-46	15
Master Control Operator -- Full-Time	1-3, 7-8, 12-15, 18, 20-23, 25-30, 32, 34-35, 37, 39-40, 42-46	34
Master Control Operator -- Full-Time	1-3, 7-8, 12-15, 18, 20-23, 25-30, 32, 34-35, 37, 39-40, 42-46	15
Local Sales Manager	1-4, 7-8, 10, 12-16, 18, 20, 22-23, 25-30, 32, 34-35, 37, 39-40, 42-47	4
General Sales Manager	1-3, 7, 9, 12-13, 15, 17-18, 20, 22-23, 25-35, 37-40, 42-46	34
Local Sales Assistant	1, 3, 6-7, 9, 12-13, 15-16, 18-20, 22-23, 25, 27-34, 36-38, 40, 42-46	6

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Bishop State Community 351 N. Broad St. Mobile, Alabama 36603 Phone : 251-662-5371 Url : http://www.bishop.edu Email : jwomack@bishop.edu Julia Womack	N	0
2	Careerbuilder.Com 8401 Greensboro Dr. Ste 250 McLean, Virginia 22102 Url : http://www.careerbuilder.com Email : sbgresumes@sbgvtv.com Andrew Hamburger	N	6
3	ECPI College of Technology 800 Moorefield Park Dr. Richmond, Virginia 23236 Phone : 866-499-0338 Url : http://www.ecpi.edu Email : jdjohnson@ecpi.edu Jeremy Johnson	N	0
4	Employee Referral	N	7
5	Exigent Circumstances	N	1
6	Former Employee Referral	N	1
7	FOX Richmond 1925 Westmoreland St. Richmond, Virginia 23230 Phone : 804-358-3535 Url : http://www.foxrichmond.com Email : Donnado6@aol.com Donna Brady	N	2
8	Fresh Start Job Development 1624 Hull St. Richmond, Virginia 23224 Phone : 804-649-8099 Url : http://www.operationfreshstart.org Fax : 1-804-233-2158 Sandra Sykes	N	0

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9	GlassDoor.com 1 Harbor Drive Suite 300 Sausalito, California 94965 Phone : 415-339-9105 Url : http://www.glassdoor.com Email : sbgresumes@sbgvtv.com Sinclair SilkRoad Source	N	0
10	Goodwill of Central VA 6301 Midlothian TrnPk Richmond, Virginia 23225 Phone : 804-417-6721 Url : http://www.goodwillrichmond.org Email : nancy.brady@goodwillvirginia.org Nancy Brady	N	0
11	Hero 2 Hired 2400 Army Pentagon Washington, South Carolina 20310 Url : www.h2h.jobs Crystal Arcilla Manual Posting	N	0
12	Hispanic Link News Service 1420 N. Street, NW Washington, District of Columbia 20005 Phone : 202-234-0280 Url : http://www.hispaniclink.org Email : charlie@hispaniclink.org Charlie Erickson	N	0
13	Howard University 525 Bryant St., NW Job Placement Office Washington, District of Columbia 20059 Phone : 202-806-7513 Url : http://www.howard.edu Email : cdudley@howard.edu Carol Dudley	N	0
14	Indeed.com Virginia Url : http://www.indeed.com Career Services Manual Posting	N	0

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15	Indeed.com 7501 N. Capital of Texas Highway Building B Austin, Texas 78737 Phone : 800-462-5842 Url : http://www.indeed.com Email : sbgresumes@sbgstv.com Sinclair SilkRoad Source	N	13
16	Internal Candidate	N	5
17	Internet Ad Spots N Dots	N	1
18	Ithaca College 953 Danby Rd. Ithaca, New York 14850 Email : Eloise@ithaca.edu Eloise Green	Y	0
19	ITT Technical Institute 300 Gateway Centre Pkwy Career Services Office Richmond, Virginia 23235 Phone : 804-330-4992 Url : http://www.itt-tech.edu Email : thargrove@itt-tech.edu Tabitha Hargrove	N	0
20	J. Sargeant Reynolds College 1651 E. Parham Rd. Career Center Richmond, Virginia 23285 Phone : 804-523-5061 Url : http://www.jsr.vccs.edu Career Services Manual Posting	N	0
21	Job Fair Donna Brady	N	2
22	Linkedin Corporate Solutions 2029 Stierlin Ct Mountain View, California 94043 Url : http://www.linkedin.com Danielle Anderson Manual Posting	N	0
23	Media Match 8112 1/2 West 3rd St. Los Angeles, California 90048 Email : info@media-match.com Tammy Romaniuk	Y	0

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24	Media Recruiter 9457 So University Blvd. #303 Highlands Ranch, Colorado 80126 Phone : 303-400-5150 Url : http://www.mediarecruiter.com Art Scott Manual Posting	N	0
25	Metropolitan Business League 115 East Marshall St. Richmond, Virginia 23219 Phone : 804-649-7473 Url : http://www.theembl.org/ Email : mjones@thembl.com Malcolm Jones	N	0
26	NAACP Job Placement P.O. Box 2112 Mechanicsville, Virginia 23116 Url : http://www.hebnaccp.org Career Services Manual Posting	N	0
27	National Black MBA Associates 180 N. Michigan Ave. Chicago, Illinois 60601 Phone : 312-236-2622 Url : http://www.nbmbaa.org/ Email : employmentnetwork@nbmbaa.org Dana Webster	N	0
28	National Hispanic Media Coalition 55 S. Grand Ave. Pasadena, California 91105 Phone : 626-792-6462 Url : http://www.nhmc.org Email : info@nhmc.org Career Services	N	0
29	Native American Public Telecommunications 1800 No. 33rd St Lincoln, Nebraska 68583 Phone : 402-472-3522 Url : http://www.nativetelecom.org Email : native@unl.edu Rachael Danay	N	0

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30	Norfolk State University 2401 Corprew Ave. Norfolk, Virginia 23504 Phone : 757-832-8600 Url : http://www.nsu.edu/ Email : pdsaunders@nsu.edu Pamela Saunders	N	0
31	Recruit.Net 2706, The Centrium 61 Wyndham St Central, Hong Kong Phone : 852 2525 0555 Url : http://www.recruit.net Email : sbgresumes@sbgvtv.com Sinclair SilkRoad Source	N	0
32	Richmond Technical Ctr. 2020 Westwood Ave. Attn: Job Opening Richmond, Virginia 23227 Phone : 804-780-6272 Url : http://web.richmond.k12.va.us Email : wbaul@richmond.k12.va.us William Baul	N	0
33	SimplyHired.com 370 San Aleso Avenue Suite 200 Sunnyvale, California 94085 Phone : 650-254-9000 Url : http://www.simplyhired.com Email : sbgresumes@sbgvtv.com Sinclair SilkRoad Source	N	1
34	Sinclair Website 10706 Beaver Dam Rd. Cockeysville, Maryland 21030 Phone : 410-568-1517 Url : http://www.sbgi.net Email : employment@sbgvtv.com Sharon Pickeral	N	6
35	The Art Institute of Virginia Beach Two Columbus Center Virginia Beach , Virginia 23462 Phone : . Email : sbgresumes@sbgvtv.com Fax : 1- - - Career Center	N	0

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36	The Job Spider 3000 Stanton Circle Carmichael, California 95608 Phone : 916-488-7065 Url : http://www.thejobspider.com Email : sbgresumes@sbgstv.com Broadbean Source	N	0
37	The Society of Broadcast Engineers 9102 North Median Street Suite 150 Indianapolis, Indiana 46260 Phone : 317-846-9000 Url : http://www.sbd.org/ Email : kjones@sbe.org Scott Jones	N	0
38	TheLadders.com 137 Varick Street 8th Floor New York, New York 10013 Phone : 646-453-1800 Url : http://www.theladders.com Email : sbgresumes@sbgstv.com Sinclair SilkRoad Source	N	0
39	TVJOBS.com P.O. Box 4116 Oceanside, California 92052 Url : http://tvjobs.com Email : admin@tvjobs.com Career Services	N	0
40	US Army Wounded Warrior Program Vicki Mullen AW2 Advocate 200 Stovall St., Room 7N53 Alexandria, Virginia 22332 Email : Vicki.h.mullen.civ@mail.mil Vicki Mullen	Y	0
41	VA Dept of Rehabilitative Services 8004 Franklin Farms Dr. Richmond, Virginia 23229 Phone : 804-662-7000 Url : http://www.vadrs.org/ Email : william.seaton@dars.virginia.gov William Seaton	N	0

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42	VA State University Box 9410 Petersburg, Virginia 23806 Phone : 804-524-5211 Url : http://www.vsu.edu/ Email : careerservices@vsu.edu Yolando Crewe	N	0
43	VAB Associate of Broadcasters 250 W. Main St., Suite 100 Charlottesville, Virginia 22902 Phone : 434-977-3716 Url : http://www.vabonline.com Career Services Manual Posting	N	0
44	Virginia Commonwealth University 907 Floyd Ave., RM 143 Job Placement Office Richmond, Virginia 23284 Phone : 804-828-1645 Url : http://www.vcu.edu/ Email : hirerams@vcu.edu Katherine Hartwell	N	0
45	Virginia Union University 1500 N. Lombardy St. Richmond, Virginia 23220 Phone : 804-257-5600 Url : http://www.vuu.edu/ Dr. Penni Sweetenburg-Lee Manual Posting	N	0
46	Virginia Workforce / Employment Commission 703 E. Main St. HR Dept. Richmond, Virginia 23218 Phone : 804-786-1485 Url : http://www.vawc.virginia.gov Email : sbgresumes@sbgvtv.com Cathy Freiburger	N	0
47	Word of Mouth Referral	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			46

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title	Points
1	6/20/2014	Participation in events sponsored by community groups	Station tour for a group of 1st thru 6th graders. Informed youth concerning classes that would aid in the pursuit of a career in broadcasting and explained how a tv station generates revenue, and the functions of Master Control, Production, Engineering, and Management.	1	Production Manager	0.25
2	10/10/2014	Participation in Job Fairs	Participated in RVA Career Expo sponsored by the Virginia Tech Alumni Association which served 734 candidates for jobs in the Richmond area. Information was provided concerning open positions and internships with WRLH FOX Richmond and careers in broadcasting.	2	Business Manager Production Manager	0.25
3	10/18/2014	Participation in events or programs sponsored by educational institutions	VCU Marketing major shadowed American Diabetes Association Community Event. Student took photos, handed out promotional materials, and helped with the social media for the event along with WRLH FOX Richmond staff.	2	Promotions Manager Promotions Coorindator	0.25
4	10/18/2014	Participation in events sponsored by community groups	Diabetes Walk sponsored by the American Diabetes Association. FOX Richmond had a table at the event and disseminated job information concerning openings at WRLH FOX Richmond	2	Promotions Manager Promotions Coorindator	0.25
5	10/25/2014	Participation in events or programs sponsored by educational institutions	VCU student shadowed promotions department for Community Event 2014 Central Virginia Kidney Walk. Discussed various aspects of promotions, public relations, and social medial careers in the broadcast industry.	2	Promotions Manager Promotions Coorindator	0.25
6	11/4/2014	Participation in events or programs sponsored by educational institutions	Varina High School students shadowed Production dept during a commercial shoot. They were introduced to the pre-production, production, and post production as well as client relations, crew positions, staffing, and legal requirements including talent releases.	4	Production Manager Production Assistant Producer Promotions Coordinator	0.25

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7	2/16/2015	Participation in events or programs sponsored by educational institutions	Cub Scout Pak 763 was given a station tour. Production manager explained commercial production, receiving/transmitting signals and the role of various station personal. Information was dispersed concerning the steps to take for a career in broadcasting.	3	Production Manager Promotions Manager Promotions Editor	0.25
8	3/9/2015	Participation in Job Fairs	Participated in RVA Career Expo sponsored by the Virginia Tech Alumni Association which served over 600 candidates for jobs in the Richmond area. Information was provided concerning open positions and internships with WRLH FOX Richmond and careers in broadcasting.	2	Production Manager Business Manager	0.25

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9	3/13/2015	Establishment of training programs for station personnel	<p>SBG, Inc. is an equal opportunity employer. Equal employment opportunity has been and continues to be both the Company's policy and practice. In order to provide equal employment and advancement opportunities to all individuals, employment decisions at SBG and its stations will be based on merit, qualifications, and abilities. We will recruit, hire, train, promote, and make all other employment decisions without regard to race, color, religion, sex, national origin, age, disability, veteran status, Acquired-Immune Deficiency Syndrome (AIDS), AIDS-Related Complex (ARC), veteran status or any other category protected by law. Further, in keeping with this commitment to equal employment opportunity, SBG Inc. offers mandatory training for equal opportunity employment, discrimination and appropriate workplace behavior including workplace harassment. Newly hired Managers and Supervisors also took web-based training courses titled "Sinclair/Broadcast Group Code of Business Conduct and Ethics", "Workplace Harassment: Recognizing and Preventing Harassing Behavior - Manager's Edition" and "Preventing Sexual Harassment: Managers Edition" within 90 days of the start of their employment. All other newly hired employees took web-based training courses title "Recognizing and Preventing Sexual Harassment: Essentials" and "Sinclair Broadcast Group Code of Business Conduct and Ethics" also within 90 days of the start of their employment. The purpose of these courses is to increase and renew awareness, manager and supervisor development, and FCC Compliance.</p>	8	General Manager Chief Engineer General Sales Manager	1.00

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10	3/17/2015	Participation in events or programs sponsored by educational institutions	20 Students from Deep Run High School toured the station and were provided information concerning how broadcasting works with regard to satellites, master control, and production.. Employment opportunities in the broadcast industry were discussed.	2	Promotions Manager Promotions Editor	0.25
11	3/17/2015	Participation in events or programs sponsored by educational institutions	Station tour designed to give a behind the scenes look of components of the broadcasting industry such as master control, production equipment, feeds via satellite, on-air, commercials & traffic, editing) Employment opportunities and internships were discussed.	2	Promotions Manager Promotions Editor	0.25
12	4/29/2015	Participation in Job Fairs	Participation in RVA Career Fair at Stratford University. Spoke with public attendees, students, and alumni concerning open sales account executive positions, sales trainee positions, and a local sales assistant opportunity. Discussed opportunities and steps to secure a position in the broadcast industry with students.	4	Business Manager General Sales Manager Local Sales Manager Sales Account Executive	0.25
TOTAL POINTS OVER REPORTING PERIOD:						3.75