

Townsquare Media of Albany Inc.
WGNA-FM, WQBK-FM, WQBJ, WQSH, WQSH-HD2, WTMM
Equal Employment Opportunity Public File Report
February 1, 2018 through January 31, 2019

I. POSITIONS FILLED DURING THE REPORTING PERIOD

Job Title	Sources Used to Fill Position <i>(Numbers Correspond to the Recruitment Source List in Part II)</i>	Source Referring Hiree
Account Executive – Regional	9, 11, 12, 13	11
Account Executive	9, 11, 12, 13	11
Account Executive	9, 11, 12, 13	11
Account Executive	9, 11, 12, 13	12
Account Executive	9, 11, 12, 13	11
Account Executive	9, 11, 12, 13	11
Assistant Business Manager	9, 10, 12, 13, 14, 15	11
Receptionist	9, 10, 11, 12, 13	12

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II. RECRUITMENT SOURCE LIST

No.	Recruitment Source	Entitled to Vacancy Notification (Y/N)	No. Interviewees Referred During Reporting Period by Source
1	College of St. Rose	N	0
2	SUNY@ Albany Internship Program	N	0
3	NYSBA	N	0
4	SUNY @ Otswego Internship Program	N	0
5	John Fisher College	N	0
6	Siena College	N	0
7	New School Center for Media	N	0
8	Placement Director HVCC Placement Office	N	0
9	Townsquare Media Corporate Website Job Page	N	0
10	Townsquare Media Local Albany Radio Station Websites (WGNA, WQBK, WQSH, WQSH-HD2, WTMM)	N	0
11	Word-of-Mouth Referral	N	8
12	Indeed.com	N	18
13	Glassdoor.com	N	0
14	Bryant and Stratton	N	0
15	Mildred Elley	N	0
TOTAL INTERVIEWEES DURING 12-MONTH PERIOD			26

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III. OUTREACH INITIATIVES

No.	Type of Outreach Initiative (<i>e.g.</i> internship, job fair, etc.)	Brief Description of Activity
1	Internship Program	Townsquare Media of Albany maintains an internship program with the New School of Radio and Television, SUNY Oneonta, SUNY Albany, SUNY Plattsburgh, SUNY Adirondack. During the reporting period, Townsquare Media of Albany sponsored five interns from Siena College, SUNY Albany, SUNY Oswego, St. John Fisher College and New School Center for Media.
2	Participation in Programs to Promote Outreach Generally	Townsquare Media of Albany hosted an Ascertainment Meeting attended by representatives from several other local broadcasters. The speaker, William Rivas of Save Our Streets and Cocoa House spoke on community involvement activities and services to be promoted through local radio broadcasting.
3	Participation in Events or Programs Sponsored by Educational Institutions	On-Air talents hosted station tours to students of Siena College and to St. Rose Childrens' Summer Camp.
4	Participation in Events or Programs Sponsored by Educational Institutions	On-Air talent spoke to students at Mohannesen High School about careers in media.
5	Activity designed to widely disseminate information about employment opportunities in broadcasting	<p>Townsquare Media of Albany meets regularly with Capital District community leaders to solicit input regarding minority hiring and programming. During these meetings, the Human Resources Director shares information about employment opportunities with Townsquare Albany.</p> <p>Market President meets monthly with Capital District Radio Association to discuss ways to ensure the promotion of radio to listeners and potential employees. Stations also run on-air campaigns throughout the year to promote radio.</p>

6	Skills Training	Townsquare Media of Albany's General Manager, Station Manager and program directors provide on-going training to allow employees to qualify for promotions within the stations. The Operations Manager has weekly meetings with all on air staff to aid them in achieving a higher level of broadcasting experience. Subjects covered include their on air personality and better ways to reach their audience. Additionally the Digital Managing Editor meets with the on air staff to fine tune their writing skills.
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