Section 1. Vacancy List

Job Title	All Recruitment Sources (RS) Used to Fill Vacancy	RS that Referred the hiree
Media & Digital Sales Account Executive	1, 4, 5, 31	4
(hired 2/6/2023)		
Media & Digital Sales Account Executive	1, 4, 5, 31	5
(hired 4/10/2023)		
Digital Sales Lead	1, 4, 5	10
(hired 1/1/2023)		
Producer WLHT Mornings	1, 4, 5	1
(hired 6/6/2022)		

Section 2. Recruitment Source List

RS Number	RS Information	RS Entitled to Vacancy Notification? (Yes/No)	No. of Interviews Referred by RS over 12-month period
1	Townsquaremedia.com (via	N	1
	Greenhouse)		
2	Indeed.com (Sourcing)	Ν	2
3	LinkedIn (Sourcing)	Ν	0
4	Indeed.com (via Greenhouse)	N	4
5	LinkedIn.com (via Greenhouse)	N	6
6	On-air Announcements All Stations	N	0
7	Word-of-Mouth/Referral	N	1
8	Walk-In/Unsolicited	Ν	0
9	Intercompany Transfer	N	0
10	Recruited from Competitor	N	1

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11	Aquinas College (through HANDSHAKE.COM) 1607 Robinson Rd SE Grand Rapids, MI 49506 616-459-8282 careerservices@aquinas.edu	N	0
12	Calvin University (through HANDSHAKE.COM) 3201 Burton SE Grand Rapids, MI 49506 <u>career@calvin.edu</u>	N	0
13	Davenport College (through HANDSHAKE.COM) 6191 Kraft Avenue SE, Grand Rapids, MI 49512 <u>http://www.davenport.edu/career-</u> services	N	0
14	Grand Valley State University (through HANDSHAKE.COM) 1 Campus Drive Allendale, MI 49401 616-331-5000 career@gvsu.edu	N	0
15	Michigan State University (through HANDSHAKE.COM) Assistant Director of Career Development Lansing, MI 49401 616-458-6505	N	0
16	Western Michigan University Kalamazoo, MI 269-387-1000 (through HANDSHAKE.COM)	N	0
17	Cornerstone University <u>career@cornerstone.edu</u> (through HANDSHAKE.COM)	N	0
18	Ferris State University (through HANDSHAKE.COM) kcadcareerservices@ferris.edu	N	0
19	Grand Rapids Community College (through HANDSHAKE.COM) ses@grcc.edu	N	0
20	Hope College (through HANDSHAKE.COM) careers@hope.edu	N	0

21	Central Michigan University (through HANDSHAKE.COM)	N	0
22	University of Michigan (through HANDSHAKE.COM)	Ν	0
23	Michigan Technological University (through HANDSHAKE.COM)	N	0
24	Eastern Michigan University (through HANDSHAKE.COM)	N	0
25	Northern Michigan University (through HANDSHAKE.COM)	N	0
26	Baker College (through HANDSHAKE.COM)	N	0
27	Madonna University (through HANDSHAKE.COM)	N	0
28	Kalamazoo College (through HANDSHAKE.COM)	N	0
29	Olivet University (through HANDSHAKE.COM)	N	0
30	Northwood University (through HANDSHAKE.COM)	N	0
31	Grand Rapids Chamber of Commerce 111 Pearl St NW Grand Rapids, MI 49503 616-771-0300	N	0
	Total Number of Interviews or	ver 12-month period:	15

Section 3. Outreach Initiatives

	Recruitment Initiative	Description of Initiative
1	Training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.	Two Account Executives each participated in a four-day "Top Gun" training program (90 minutes each day, August 23, 2022 through August 26, 2022 and September 13, 2022 through September 16, 2022, one AE each session) which was designed to help train and advance the top 15% of Ignite sellers to the next level in their careers.
2	Participation in Events/Programs Sponsored by Educational Institutions	On November 30, 2022, WLHT Morning Show host, Market President, and Director of Sales participated in the Kent ISD Career Chat mentor sessions where the team spoke with students in the mentor program about careers related to the music, sound engineering, communications, & broadcasting fields.
3	Participation in Events/Programs Sponsored by Educational Institutions	On March 17, 2023, Senior Account Executive, WGRD Program Director/PM Host, and WFGR PM Host conducted an in-studio tour and shadow session to the students of Grand Rapids Community College Advanced Audio class. The tour provided opportunities for students to learn about broadcasting careers.
4	Participation in Events/Programs Sponsored by Educational Institutions	On April 27, 2023, WLHT Morning Show Producer/Promotions Director created a podcast with the students from NexGen Media Grand Rapids. The WLHT member conducted an in-studio Q&A where she talked with students in the program about careers in communications & broadcasting fields.