

Townsquare Media of Albany Inc.
WGNA-FM, WQBK-FM, WQBK-HD2, WQSH, WPBZ, WTMM
Equal Employment Opportunity Public File Report
February 1, 2019 through January 31, 2020

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 – Embedded Ignite AE	11	11
Account Executive	9, 10, 11, 12, 13	11
Account Executive	9, 10, 11, 12, 13	11
Director of Sales	9, 10, 11, 12, 13	11
Account Manager/Sales Asst.	9,10, 11, 12, 13	9
On Air Host	9,10,11,12,13,17	17
Receptionist	9, 10, 11,12, 13	10
Digital Managing Editor	11	11

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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 Internship Program	N	0
4	SUNY @ Otswego Internship Program	N	0
5	John Fisher College		
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/Via Greenhouse	N	6
10	Townsquare Media Local Albany Radio Station Websites (WGNA, WQBK, WQSH, WQBK-HD2, WPBZ, WTMM)	N	10
11	Word-of-Mouth Referral/Direct Contact	N	26
12	Indeed.com/Via Greenhouse	N	0
13	Glassdoor.com	N	0
14	Bryant and Stratton College	N	0
15	Mildred Elley College	N	0
16	Northwestern University Internship Program	N	0
17	All Access.com		6
TOTAL INTERVIEWEES DURING 12-MONTH PERIOD			48

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III. OUTREACH INITIATIVES

No.	Type of Outreach Initiative <i>(e.g. internship, job fair, etc.)</i>	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, and Northwestern University. During the reporting period, Townsquare Media of Albany sponsored interns from Siena College (1), SUNY Albany (1), and Northwestern University (1).
2	Participation in Events or Programs Sponsored by Educational Institutions	Studio and office tours were given to members of the Columbia County ARC on 11/20/19. Tours included a meet and greet with on-air talent and production personnel where broadcast opportunities were discussed along with operational and procedural topics. Equipment demonstrations were also given.
		Studio and Office tours were given to members of The New School Center for Media on 1/8/20. Tours included a meet and greet with on-air talent and production personnel where broadcast opportunities were discussed along with operational and procedural topics. Equipment demonstrations were also given.
3	Participation in Events or Programs Sponsored by Educational Institutions	Local hosts of WTMM ESPN Radio's Levack and Goz represented the Broadcast industry as guest speakers at Career Day at Mohonasen High School on 11/15/19. The hosts engaged students in Q & A sessions that included career advice, and advice on entry into the media field in general. Many of the students were members of the high school's video department.
4	Activity designed to widely disseminate information about employment opportunities in broadcasting	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.
5	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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