

This report covers full-time vacancy recruitment data for the period October 1<sup>st</sup>, 2014 to September 30, 2015

### 1) Employment Unit Location/Name:

Glades Media Company – West Palm Beach, FL

# 2) Unit Members:

WLLY FM 99.5 WWRF AM 1380

#### 3) **EEO Contact Information for Unit Member:**

Name:	Address:	Telephone:
Wayne Cunningham	2326 S. Congress Ave., Ste. 2A	561-721-9950
wayne@gladesmedia.com	West Palm Beach, FL 33406	

- 4) Number of Full-time vacancies: (1)
- 5) List of full-time vacancies:

# **VACANCY LIST**

Master Recruitment Source List" ("MRSL") for recruitment source data.

JOB TITLE	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
5a- Receptionist/Office Assistant	1-4,7,10,13,19,20,27-33	33



# 5a- 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	Glades Media Radio Group Website	Yes	
	www.gladesmedia.com		
2	Palm Beach State College-Career Center	Yes	
	4200 Congress Ave.		
	Lake Worth, FL 33361		
	Log onto www.myinterfase.com/pbs/employer		
	UN: WCWOKC1570		
	PW: Glad123		
	Contact: Irene Garcia		
	Phone: (561) 868-3066		
3	Art Institute of Ft. Lauderdale – Career Serv.	Yes	
	1799 SE 17 <sup>th</sup> Street		
	Ft. Lauderdale, FL 33316		
	Contact: Luan Sanchez		
	Phone (954) 308-2615		
	Lsanchez@aii.edu		
4	Hispanic Human Resources Council	No	
	1427 S. Congress Ave.		
	Palm Beach Springs, FL 33406		
	Contact: Judy Pierman		
	Phone: (561) 641-4198		
	HHRCJMP@aol.com		
5	Career Source of Palm Beach County	No	
	3400 Belvedere Rd		
	West Palm Beach, FL 33409		
	Phone: (561) 340-1060 ext 2615		
6	Urban League of Palm Beach	No	
	1700 N. Australian Ave.		
	West Palm Beach, FL 33407		
	Contact: Joan Kennedy		
	Phone: (561) 833-1461		
	Email: jkennedy@ulpbc.org		
7	Connecticut School of Broadcasting – Palm Beach Gardens	Yes	
	Campus		
	3450 NorthLake Blvd Suite 110		
	Palm Beach Gardens, FL 33403		
	Contact: Danny Doyle		
	Phone: (561) 847-4126 ext 202		
	Email: ddoyle@gocsb.com		

8	Florida A&M University	No
0	School of Journalism/Media	NO
	1676 S. MLK Blvd.	
	Tallahassee, FL 32307	
	Contact: Melanie Washington	
	Phone: (850) 222-3957	
	Email: careercenter@famu.edu	<u> </u>
9	Florida Association of Broadcasters	No
	201 South Monroe St. Suite 102	
	Tallahassee, FL 32303	
	Contact: Lindsey Varn	
	Phone: (850) 681-6444	
	Fax: (850) 222-3957	
	Email: lvarn@fab.org	
10	Florida Atlantic University	Yes
	Career Development Center	
	777 Glades Road, SU, Rm. 220	
	Boca Raton, FL 33431	
	Phone: (561) 297-3533	
	www.fau.edu/cdc	
11	Career Source Research Coast	No
	Okeechobee, Martin, St Lucie, Indian River Counties	
	Contact: Brian Dulemba	
	584 NW University Blvd Suite 200	
	Port St. Lucie, FL 34986	
	(866) 482-4473 ext 605	
	bdulemba@careersourcec.com	
12	Lynn University	No
	Career Development Center	
	3601 N. Military Trail	
	Boca Raton, FL 33436	
	Log online lynn.edu/nightsurfer	
	Contact: Denisha Bonds	
	Phone: (561) 237-7287	
	Fax: (561) 237-7285	
	careers@lynn.edu	
13	University of South Florida – Career Center	Yes
13	4202 E. Fowler Ave.	
	Tampa, FL 33620	
	Phone: (813) 974-2171	
	Fax: (831) 974-5332	
	Website: usf.edu/career-services	
1 /	African American Chamber of Commerce	No
14		No
	Contact: Pamela D Martin, Office Manager	
	2201 Foot Colomial Drive A 20	
	3201 East Colonial Drive A-20	
	3201 East Colonial Drive A-20 Orlando, FL 32803 Phone: (407) 420-4870	

15	Alliance for Women in Media	No	
15	Manager of Communications	NO	
	8405 Greensboro Drive Suite 800		
	McLean, VA 22102		
	Contact: Yacine Sow		
	Phone: (705) 506-3290		
16	ysow@allwomeninmedia.org  Career Source Broward	No	
16		NO	
	Career Department 6301 NW 5 <sup>th</sup> Way Suite 3000		
	Ft Lauderdale, FL 33311		
	Phone: (954) 677-5627 jobs@careersourcebroward.org		
17	Inside Radio	No	
	Contact: Gene Mckay		
	365 Union Street		
	Littleton, NH 03561		
	(800) 248-4242 ext 711		
18	St. Lucie County Branch NAACP - Unit # 5129	No	
10	310 Preston Ct.	No	
	Ft. Pierce, FL 34948		
	Contact: Herman H. Felton		
	Phone: (772) 595-3000		
	Fax: (772) 595-3006		
	unit5129@naacp.org		
19	Glades Area Branch NAACP - Unit # 5686		
19	733 SW Ave E, Suite A	No	
	Belle Glades, FL 33430	NO	
	Contact: Linda Johnson		
	Phone: (561) 985-0379		
	Fax: (561) 993-0483		
	unit5686@naacp.org		
20	Keiser Career College	Yes	
20	Attn: Student Services, Michelle Chung	res	
	2085 Vista Parkway		
	West Palm Beach, FL 33411		
	Phone: (561) 471-6000		
24	mchung@keiseruniversity.edu	N-	
21	National Black Chamber of Commerce	No	
	4400 Jenifer St NW Suite 331		
	Washington DC, 20015		
	Phone: (202) 466-6888		
22	info@nationalbcc.org	No	
22	National Organization for Women	No	
	1100 H Street NW, Suite 300		
	Washington, DC 20005		
	Phone: (202) 628-8669 (628-8NOW)		

23	Northern Palm Beach County Chamber of Commerce	No	
	5520 PGA Boulevard, Suite 200		
	Palm Beach Gardens, FL 33418		
	Phone: (561) 746-7111		
	info@npbchamber.com		
24	A.W. Dreyfoos School of the Arts	No	
	501 South Sapodilla Avenue		
	West Palm Beach, FL 33401		
	Phone: (561) 802-6000		
25	Urban League of Greater Miami	No	
	8500 NW 25th Ave		
	Miami, FL 33147		
	Phone: (305) 696-4450		
	media@miamiurbanleague.org		
26	The Women's Chamber of Commerce	No	
	of Palm Beach County, Inc		
	400 Hibiscus Street		
	West Palm Beach, FL 33401		
27	Phone: (561) 684-4523		
27	Career Source-Palm Beach County	No	2
	3400 Belvedere Rd, West Palm Beach, FL 33406		
	Nancy Medina, Account Manager Phone:(561) 340-1060		
	nmedina@careersourcepbc.com		
28	Employee Referral		
29	Non-Employee Referral		
30	Walk-In/Self-Referral		
31	On-Air Announcement		
32	Internal Posting		
33	Internal Transfer/Promotion		1
34	CareerBuilder.com		
35	Radio Ink.com		
36	Amfmjobs.com		
37	Radionotas.com		
38	Monster.com		
Note	**Contacts on our Distribution List are aware that the		
	position of Account Executive is always open to referrals.		
	Outreach is permanent through on-air promos and on		
	company website.**		
	Company website.		
	L	L	

# 6) Total number of interviews referred by each source for this vacancy listed as (5a): 3

A) Did source request notification: No



# 7) **Supplemental Recruiting Measures:**

# a. Activities

Description of Supplemental Measure:	Date:	Personnel Involved:
On-air EEO Promos	permanent	General Manager, EEO Director
	rotation	
Listing of job-openings and	permanent	General Manager/EEO Director,
internships on station Web site	rotation	Program Director
Cross-training receptionist with traffic	on-going	General Manager, Operations Manager
and sales		

# B) Participation in Events

1) Treasure Coast Business Summit	5/15/15	General Manager

# Summary of events:

1) Event attended by more than 3500 people this year. Glades Media is a co-sponsor of this event.