

**WQRC FM Barnstable, MA, WKPE FM South Yarmouth, MA  
WOCN FM Orleans, MA, WFCC FM Chatham, MA  
EEO PUBLIC FILE REPORT  
(December 1, 2019 through November 30, 2020)**

**RECRUITMENT SOURCES USED FOR FULL-TIME VACANCIES**

Appendix A includes a list of recruitment sources, indicating name, address, contact person, and telephone number of each. Sources with an asterisk (\*) denote organizations that have requested notification of full-time job vacancies.

**FULL-TIME POSITIONS FILLED; RECRUITMENT SOURCES USED**

[With Hire's Recruitment Source Noted in Brackets]

Radio & Digital Account Executive (#1-3, #4-13, #25, #29, #30, #37-38, #40) [Hired #38]

**TOTAL INTERVIEWEES FOR FULL-TIME POSITIONS**

9

**NUMBER OF INTERVIEWEE REFERRALS FROM SOURCES USED**

#30 (2 persons), #38 (7 persons)

**SUPPLEMENTAL OUTREACH ACTIVITIES**

Appendix B contains a brief description of activities from the *FCC Menu* of outreach initiatives undertaken during the reporting period, including station personnel involved in the activities.

**Cape Cod Broadcasting Media  
Distribution List for Recruitment Sources  
December 1, 2019 – November 30, 2020**

**WEBSITE/EMAIL SOURCES**

- 1) **Massachusetts Broadcasters Association -Job Bank**  
43 Riverside Ave, PMB401  
Medford, MA 02155  
1-800-471-1875  
[www.massbroadcasters.org](http://www.massbroadcasters.org)
  
- 2) **Cape Cod Broadcasting Media Websites**  
[www.CCB-Media.com](http://www.CCB-Media.com)  
[www.CapeCod.com](http://www.CapeCod.com)  
[www.WORC.com](http://www.WORC.com)  
[www.Ocean1047.com](http://www.Ocean1047.com)  
[www.WFCC.com](http://www.WFCC.com)  
[www.CapeCountry104.com](http://www.CapeCountry104.com)
  
- 3) **Cape Cod Young Professionals**  
P.O. Box 634, 3195 Main Street  
Barnstable, MA 02630  
508-714-2201  
[www.capecodyoungprofessionals.org](http://www.capecodyoungprofessionals.org)
  
- 4) **Cape Cod Chamber of Commerce**  
5 Patti Page Way  
Centerville, MA 02632  
[www.capecodchamber.org](http://www.capecodchamber.org)  
Email: [kim@capecodchamber.com](mailto:kim@capecodchamber.com)  
a) Job board
  
- 5) **Dennis Chamber of Commerce**  
242 Swan River Rd  
West Dennis, MA 02670  
<http://www.dennischamber.com/>  
Email: [Joan@dennischamber.com](mailto:Joan@dennischamber.com)  
a) Newsletter
  
- 6) **Falmouth Chamber of Commerce**  
20 Academy Ln  
Falmouth, MA 02540  
[www.falmouthchamber.com](http://www.falmouthchamber.com)  
Email: [falmouth@falmouthchamber.com](mailto:falmouth@falmouthchamber.com)  
a) Job board
  
- 7) **Hyannis Chamber of Commerce**  
Admin Office: 356 South St  
Hyannis, MA 02601  
<http://hyannis.com/>  
Email: [todd@hyannis.com](mailto:todd@hyannis.com)  
a) Job board
  
- 8) **Mashpee Chamber of Commerce**  
5 North Market St  
Mashpee, MA 02649  
<https://mashpeechamber.com/>  
Email: [info@mashpeechamber.com](mailto:info@mashpeechamber.com)  
a) Newsletter  
b) Job board

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- 9) **Orleans Chamber of Commerce**  
44 Main Street  
Orleans, MA 02653  
<https://orleanscapecod.org/>  
Email: [npina@orleanscapecod.org](mailto:npina@orleanscapecod.org)  
a) Job board
  
- 10) **Sandwich Chamber of Commerce**  
520 Route 130  
P.O. Box 744  
Sandwich, MA 02563  
<http://www.sandwichchamber.com/>  
Email: [info@sandwichchamber.com](mailto:info@sandwichchamber.com)  
a) Newsletter  
b) Job board
  
- 11) **Yarmouth Chamber of Commerce**  
424 MA-28,  
West Yarmouth, MA 02673  
[www.yarmouthcapecod.com](http://www.yarmouthcapecod.com)  
Email: [communications@yarmouthcapecod.com](mailto:communications@yarmouthcapecod.com)  
a) Newsletter  
b) Job board
  
- 12) **Bridgewater State University**  
using Connectlink  
[www.myinterfase.com/connectsemass/employer](http://www.myinterfase.com/connectsemass/employer)
  
- 13) **Cape Cod Community College Student Employment Office**  
using Connectlink  
[www.myinterfase.com/connectsemass/employer](http://www.myinterfase.com/connectsemass/employer)
  
- 14) **All Access**  
Attn: Joel Denver  
28955 Pacific Coast Highway, Suite 210-5  
Malibu, CA 90265  
310-457-6616  
[www.Allaccess.com](http://www.Allaccess.com)
  
- 15) **WBUR-FM (Boston University)**  
630 Commonwealth Avenue  
Boston, MA 02215  
617-353-0909  
<http://www.wbur.org>
  
- 16) **Ithaca College**  
Roy H Park School of Communications  
Dean Diane Gayeski, Ph.D.  
953 Danby Road  
Ithaca, NY 14850  
607-274-1021  
[www.ithaca.edu/rhp](http://www.ithaca.edu/rhp)
  
- 17) **Connecticut School of Broadcasting**  
Steve Williams  
130 Rumford Ave., Suite 201  
Newton, MA 02466  
781-444-0237  
[www.qocsb.com/locations/boston-massachusetts](http://www.qocsb.com/locations/boston-massachusetts)  
Email: [swilliams@qocsb.com](mailto:swilliams@qocsb.com)

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- 18) Emerson College, Career Center  
Sandy Rivet, Staff Assistant  
120 Boylston Street  
Boston, MA 02116  
617-824-8586  
[www.emerson.edu/careers-internships](http://www.emerson.edu/careers-internships)  
Email: [careers@emerson.edu](mailto:careers@emerson.edu)
- 19) Boston University College of Communications  
Student Employment Job Board  
One Silber Way  
Boston, MA 02215  
617-353-3594  
<https://careers-bu-com-csm.symplicity.com>  
Email: [stujobs@bu.edu](mailto:stujobs@bu.edu)
- 20) WRBB-FM (Northeastern University)  
Lou Conrad  
360 Huntington Avenue  
Boston, MA 02115  
617-437-2790  
[www.wrbbradio.org](http://www.wrbbradio.org)  
Email: [promo@wrbbradio.org](mailto:promo@wrbbradio.org)
- 21) Syracuse University Newhouse School of Public Communications  
Placement Office  
215 University Place  
Syracuse, NY 13244  
315-443-1870  
[syr-csm.symplicity.com/employers](http://syr-csm.symplicity.com/employers)  
Email: [careers@syr.edu](mailto:careers@syr.edu)
- 22) Clark University/Career Services  
Attn: Eric Saczawa  
122 Woodland Street  
Worcester, MA 01610  
508-793-7258  
[clarku-csm.symplicity.com](http://clarku-csm.symplicity.com)  
Email: [careers@clarku.edu](mailto:careers@clarku.edu)
- 23) University of Massachusetts Amherst  
Department of Communications  
650 North Pleasant Street  
Amherst, MA 01003  
413-545-1311  
[www.umass.edu/communication](http://www.umass.edu/communication)  
Email: [careerservices@umass.edu](mailto:careerservices@umass.edu)
- 24) Westfield State College  
Office of Career Services  
577 Western Avenue  
Westfield, MA 01086  
415-572-5300  
[www.westfield.ma.edu](http://www.westfield.ma.edu)  
Email: [careers@westfield.ma.edu](mailto:careers@westfield.ma.edu)

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- 25) Internal Posting/Referral**
- 26) Client Referral**
- 27) Rehire**
- 28) Former Employee**
- 29) Employee Referral**
- 30) WQRC On-Air Schedule**
- 31) WOCN On-Air Schedule**
- 32) WFCC On-Air Schedule**
- 33) WKPE On-Air Schedule**
- 34) On-Air Schedule, Unspecified Station**
- 35) Referral Source Not Indicated**
- 36) Promotion from with-in**
- 37) Word of Mouth**
- 38) Indeed.com**
- 39) Facebook**
- 40) LinkedIn**

**Supplemental Outreach Initiatives**

(December 1, 2019 thru November 30, 2020)

FCC Menu Categories

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting;
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.

<b>Menu Category</b> (select # from above list)	<b>Brief Description of Activity, Including Date(s) and Station Staff Involved</b>
#5	The Employment Unit has an established internship program for people who are interested in broadcasting and live or summer locally. The Employment Unit has multiple interns in its program each year, but there were no applicants after Covid-19. Prior to Covid-19, the Employment Unit committed to one intern for academic credit but was not able to follow through because of Covid-19.
#7	The Employment Unit participated in the 2020-2021 Scholarship Programs of the Massachusetts Broadcasters Association. As part of its participation, the Employment Unit contributed money towards the scholarship fund and participated in selecting the scholarship winners. In addition, the Employment Unit promoted the scholarship program through 60 second announcement airing 21 times per week during the 5 weeks leading up to the scholarship application deadline.
#12	The Employment unit lists and recruits for each upper level category using Cape Cod towns ' chambers of commerce job boards and newsletters, job listings websites, various college and university job boards and websites, and all employment unit websites (see Appendix A).
#16	To further the goal of disseminating information as to employment opportunities in broadcasting, the Employment Unit posts on its website and airs 60 second outreach messages consistently throughout the year targeting and informing in-market organizations of the opportunity to add their organization to its list of recruitment sources.