

**WQRC FM Barnstable, MA, WKPE FM South Yarmouth, MA,
WOCN FM Orleans, MA, WFCC FM Chatham, MA
EEO PUBLIC FILE REPORT
(December 1, 2008 thru November 30, 2009)**

RECRUITMENT SOURCES USED FOR FULL-TIME VACANCIES

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

FULL-TIME POSITIONS FILLED; RECRUITMENTS SOURCES USED
[With Hire's Recruitment Source Noted in Brackets]

] Office Manager (#1- 78) [Hire # 68]
Marketing Consultant (#1-78) [Hire #65]
News & Public Affairs Director [Internal Promotion of PT Employee
due to Special Circumstances]

TOTAL INTERVIEWEES FOR FULL-TIME POSITIONS

48 persons

NUMBER OF INTERVIEWEE REFERRALS FROM SOURCES USED

#13 (2 persons), #15 (1 person), #53 (1 person), #61 (1 person), #63 (5 persons)
#65 (5 persons), 68 (16 persons), #69 (11 persons), #70 (1 person), #73 (1 person)
#75 (2 persons), #77 (2 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
Distribution List for Recruitment Letters & Sources

- 1.) **American Women in Radio and Television**
8405 Greensboro Drive, Suite 800
McLean, VA 22102

- 2.) **Mr. Rick Warrington**
Afro-American Cultural Ctr-A/C
Box 7A 1000 State Street
Springfield, MA 01109

- 3.) **Ms. Heather Carpenter**
Fisher College
118 Beacon Street
Boston, MA 02116

- 4.) **NAACP/Job Placement Officer**
95 Cedar Street
New Bedford, MA 02745

- 5.) **National Association of Black Journalists**
University of Maryland
8701-A Adelpia Road
Hyattsville, MD 20783-1716

- 6.) **National Association of Hispanic Journalists**
529 14th Street
Washington, DC 20045

- 7.) **Ms. Pamela Joaquin**
National Hispanic Media Coalition
55 S. Grand Avenue
Pasadena, CA 91105

- 8.) **Native American Journalists Association**
3359 36th Avenue South
Minneapolis, MN 55406-2130

- 9.) **Ms. Marianne Taylor**
Native American Public Broadcasting Consortium, Inc.
PO Box 83111
Lincoln, NE 68501

Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources

- 10.) **Career Counseling Center**
Penn State University
School of Communications
University Park, PA 16802

- 11.) **Ms. Nicole Nuesum**
Radio and Television News Directors Association
1600 K Street NW, Suite 700
Washington, DC 20006-2838

- 12.) **Society of Professional Journalists**
3909 N Meridian Street
Indianapolis, IN 46208-4045

- 13.) **Ms. Debbie Walker**
Syracuse University/Placement Office
School of Communications
Syracuse, NY 13210

- 14.) **Career Services**
University of Massachusetts/Career Services
Boston Harbor Campus
Boston, MA 02125

- 15.) **Career Counseling**
Williams College/Job Placement Director
Stetson Hall
Williamstown, MA 01267

- 16.) **Ms. Gail Berman**
Career Office
UMASS Dartmouth
285 Old Westport Road
Dartmouth, MA 02747

- 17.) **Ms. Judy Bouer**
Baker Scott & Company
1259 T. 46
Parsippany, NJ

Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources

- 18.) **Ms. Theresa Bowse**
CC Community College Student Employment Office
Route 132
West Barnstable, MA 02668

- 19.) **Ms. Dot Burrill**
Women's Resource Center
Cape Community College
W. Barnstable, MA 02668

- 20.) **Mr. George A. Castro**
Blacks Interested in Communications
1468 Broad Street
Providence, RI 02905

- 21.) **Mr. Lou Conrad**
WRBB-FM (Northeastern University)
360 Huntington Avenue
Boston, MA 02115

- 22.) **Ms. Betsy Counsell**
Business & Professional Women's Organization
PO Box 2525
Hyannis, MA 02601

- 23.) **Mr. Richard Dee**
CC Community College Student Employment Office
Route 132
West Barnstable, MA 02668

- 24.) **Ms. Renee Falcone**
Connecticut School of Broadcasting
130 Birdseye Road
Farmington, CT 06032

- 25.) **Mr. Bert Fisher**
Cape Cod Tech
351 Pleasant Lake Ln.
Harwich, MA 02645

Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources

- 26.) **Broadcast Center**
2360 Hampton Avenue
St. Louis, MO 63139

- 27.) **Office of Equal Opportunity**
133 William Street -Room 15
New Bedford, MA 02740

- 28.) **Dr. Barbara Marshall**
WZBC-FM (Boston College)
140 Commonwealth Avenue
Chestnut Hill, MA 02167

- 29.) **Mr. Jim McElhney**
WBUR-FM (Boston University)
630 Commonwealth Avenue
Boston, MA 02215

- 30.) **Ms. Mary McGowan**
Upper Cape Cod Regional Vocational-Technical School
220 Sandwich Rd
Bourne, MA 02532

- 31.) **Mr. Michael McKinley**
NAB Employment Clearing House
1771 North Street N.W.
Washington, DC 20036

- 32.) **Ms. Patricia Monteith**
WUMB-FM (U-Mass Boston)
100 Morrissey Boulevard
Boston, MA 02125

- 33.) **Mr. Keith Mueller**
JobPhone
P.O. Box 5048
Newport Beach, CA 92060

Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources

- 34.) **Ms. Myrna Nuey**
Wampanoag Tribal Council
P.O. Box 1048
Mashpee, MA 02649

- 35.) **Mr. Allan Pollard**
MA Division of Employment Security
77 High School Road
Hyannis, MA 02601

- 36.) **Mr. John Reid**
NAACP
P.O. Box 464
Hyannis, MA 02601

- 37.) **Mr. Frank Rhodes**
Cape Verdean Club
157 Hayway Road
East Falmouth, MA 02536

- 38.) **Ms. Joyce Rogers**
BU-College of Communications/Office of Career Srv
640 Commonwealth Avenue
Boston, MA 02115

- 39.) **Ms. Michele Shea**
Emerson College, Career Center
100 Beacon Street
Boston, MA 02116

- 40.) **Ms. Debbie Stetson**
JTEC
372 North Street
Hyannis, MA 02601

- 41.) **Mr. Albert Lee**
Asian American Journalists Association
1182 Market Street, Suite 320
San Francisco, CA 94102

**Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources**

- 42.) **Mr. Hank Tenny
Connecticut School of Broadcasting
Media Park - 130 Birdseye Road
Farmington, CT 06032**

- 43.) **Mr. Henry Thomas III,
Urban League of Springfield
765 State Street
Springfield, MA 01109**

- 44.) **Ms. Joan Wallace, PhD
Urban League of Eastern MA
88 Warren Street
Roxbury, MA 02119**

- 45.) **Mr. Steve Williams
Connecticut School of Broadcasting
73 TV Place
Needham Heights, MA 02494-2302**

- 46.) **Ms. Kym Whitehead
Amherst College, Career Center
PO Box 2210
Amherst, MA 01001-5000**

- 47.) **Ms. Karen Kakley
Connecticut School of Broadcasting
Media Park, 130 Birdseye Road
Farmington, CT 06032**

- 48.) **Resource Referral Program
Every Women's Center-U Mass
513 E. Pleasant Street
Amherst, MA 01003**

- 49.) **Career Center
Greenfield Community College
One College Drive
Greenfield, MA 01301**

Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources

- 50.) **Ms. Jane Zerby**
Hampshire College-Career Options
PO Box 5001
Amherst, MA 01002
- 51.) **Ms. Brenda Frye**
Martin Luther King Center
PO Box 91026 HS
Springfield, MA 01139
- 52.) **Ms. Paula Zimmer**
Smith College
Career Development
Northampton, MA 01063
- 53.) **Mr. Mark Pellegrino**
Clark University/Career Center
950 Main Street
Worcester, MA 01610
- 54.) **Ms. Shauna Williams**
Cambridge College
570 Main Street
Springfield, MA 01104
- 55.) **Ms. Tina Acker**
University of Massachusetts-Mather Hall
Campus Career Network
Amherst, MA 01002
- 56.) **Attn: Job Posting**
Spanish American Union
2335 Main Street
Springfield, MA 01107
- 57.) **Ms. Deborah Pace**
Western New England College
1215 Wilbraham Road
Springfield, MA 01119

**Cape Cod Broadcasting
Distribution List for Recruitment Letters & Sources**

- 58.) Work Opportunity Center, Inc.
PO Box 481
Agawam, MA 01001**

- 59.) Attn: Job Posting
Urban League of Springfield, Inc.
756 State Street
Springfield, MA 01109**

- 60.) Employment Specialists
Westfield State College
Western Avenue
Westfield, MA 01085**

- 61.) Mass Broadcasters.org (Job Bank)**

- 62.) NAB Employment Clearing House**

- 63.) Cape Cod Broadcasting website**

- 64.) CapeCod.Com**

- 65.) Internal Postings/Referrals**

- 66.) Rehire**

- 67.) Former Employee Recommendation**

- 68.) CraigsList.com**

- 69.) Cape Cod Times/CapeWorks**

- 70.) WQRC Website**

- 71.) WOCN Website**

- 72.) WFCC Website**

- 73.) WKPE Website**

- 75.) WQRC On-Air Schedule**

- 76.) WOCN On-Air Schedule**

- 77.) WFCC On-Air Schedule**

- 78.) WKPE On-Air Schedule**

Supplemental Outreach Initiatives

(December 1, 2008 thru November 30, 2009)

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.

Menu Category (select # from above list)	Brief Description of Activity, Including Date(s) and Station Staff Involved
#5	The Employment Unit has an established internship program for people who live or summer locally and are interested in broadcasting. The Employment Unit had two interns, one college Communications, June – August 2009, and one local High School, September – November 2009.
#12	The Employment Unit lists and recruits for each upper level category using job banks, newsletters of various media trade groups whose membership includes substantial participation of women and minorities, Job Listings Websites, various colleges and universities and all Employment Unit Websites (see Appendix A).
#7	The Employment Unit Participated in the 2009 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 spot announcements airing four times daily during the month leading up to the scholarship application deadline.