

Urban One, Inc.
Radio One of Richmond, VA
WCDX(FM), WKJS(FM), WKJM(FM), WPZZ(FM), and WXGI(FM)
EEO PUBLIC FILE REPORT
June 1, 2023 – May 31, 2024 [1]

I. VACANCY LIST

See Section II, the **Master Recruitment Source List (“MRSL”)** for recruitment source data.

| Job Title | Recruitment Sources (RS) Used to Fill Vacancy | Number of Candidates Interviewed (RS) | RS Referring Hiree |
|--------------------------------------|--|--|-----------------------------------|
| Assistant Credit Manager (11/8/2023) | 1 – 18, 25 | 15 [RS#18(5), RS#25(10)] | 25 |
| Assistant Credit Manager (12/4/2023) | 1 – 18, 21, 25, 28 | 11 [RS#18(4), RS#21(1), RS#25(5), RS#28(1)] | 18 |
| | | Total Candidates Interviewed – 26 | |

[1] This report provides recruitment data collected from May 21, 2023 through May 24, 2024.

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

| RS Number | RS Information | Source Entitled to Vacancy Notification? (Yes/No) | No. of Interviewees Referred by RS over 12-month period |
|------------------|--|--|--|
| 1 | Asian American Journalists Association 1182 Market Street, Suite 320 San Francisco, CA 94102 National@aaja.org | N | 0 |
| 2 | The Association for Women in Communications, Inc. 780 Ritchie Highway, Suite 28-S Severna Park, MD 21146 info@womcom.org | N | 0 |
| 3 | California Chicano News Media Association 3800 S. Figueroa Street Los Angeles, CA 90037 ccnmainfo@ccnma.org | N | 0 |
| 4 | National Association of Black Owned Broadcasters 1201 Connecticut Avenue NW, Suite 200 Washington, DC 20036 Fax: (202) 429-0657 nabobinfo@nabob.org | N | 0 |
| 5 | National Association of Black Journalists 1100 Knight Hall, Suite 3100 College Park, MD 20742 Fax: (301) 445-7101 sberry@nabj.org | N | 0 |
| 6 | National Black Media Coalition 1738 Elton Road, Suite 314 Silver Spring, MD 20903 support@mpnmail.com | N | 0 |
| 7 | Native American Public Telecommunications P.O. Box 83111 Lincoln, NE 68501 native@unl.edu | N | 0 |
| 8 | Andrews Air Force Base Airman & Family Readiness Center mfscjobs@gmail.com | N | 0 |
| 9 | Urban League of Philadelphia Fax: (215) 468-8078 robinbailey@ucsep.org | N | 0 |
| 10 | Indianapolis Urban League, Inc. Fax: (317) 693-7613 ksimmons@indplsul.org | N | 0 |
| 11 | Shares, Inc. - Brandywine Industries Fax: (317) 462-1535 clec@sharesinc.org | N | 0 |

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| RS Number | RS Information | Source Entitled to Vacancy Notification? (Yes/No) | No. of Interviewees Referred by RS over 12-month period |
|--|--|--|--|
| 12 | Charlotte Area Fund Fax: (704) 344-1655 isaacc@charlotteareafund.org | N | 0 |
| 13 | Columbus Urban League Fax: (614) 257-6316 dowens@cul.org | N | 0 |
| 14 | Mayor's Office for People with Disabilities cornelius.booker@wrksolutions.com | N | 0 |
| 15 | Southern Methodist University hegicalendar@smu.edu | N | 0 |
| 16 | Ohio Media School Phone: (216) 503-5900 | N | 0 |
| 17 | Texas Department of Assistive & Rehabilitative Services ron.fleming@dars.state.tx.us | N | 0 |
| 18 | Corporate Website – www.urban1.com | N | 9 |
| 19 | Word-of-Mouth (which includes referrals from vendors, clients, former work associates and casual acquaintances) | N | 0 |
| 20 | Internal Promotion/ Internal Candidate | N | 0 |
| 21 | Internal Referral/ /Employee Referral | N | 1 |
| 22 | Industry Referral | N | 0 |
| 23 | Market Websites – www.ipowerrichmond.com , www.kissrichmond.com , www.praiserichmond.com , and www.theboxrichmond.com | N | 0 |
| 24 | Trade Publication – Inside Radio 365 Union Street Littleton, NH 03561 (800) 248-4242 | N | 0 |
| 25 | Internet Recruitment – www.monster.com , www.bcfm.com , www.allaccess.com , www.indeed.com , www.hotjobs.com , www.linkedin.com , www.careerbuilder.com , www.entertainmentcareers.net/ , www.ihirebroadcasting.com , and www.glassdoor.com . | N | 15 |
| 26 | Employment Connection – www.employmentconnection.com | N | 0 |
| 27 | Ohio Center for Broadcasting janatra@beonair.com | N | 0 |
| 28 | Other | N | 1 |
| TOTAL INTERVIEWEES OVER 12-MONTH PERIOD | | | 26 |

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III. RECRUITMENT INITIATIVES

| | TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION) | BRIEF DESCRIPTION OF ACTIVITY |
|----------|--|--|
| 1 | <u>Website Recruitment</u> | For local job vacancies, WCDX(FM), WKJS(FM), WPZZ(FM), and WXGI(FM) referred listeners and potential employees to the Corporate website, www.urban1.com . |
| 2 | <u>EEO Training Seminar</u> | Urban One, in conjunction with outside counsel, hosted an EEO Seminar to train market employees and leadership on maintaining proper EEO compliance (the Richmond market's General Manager and EEO Compliance Administrator participated) (March 21, 2024). |
| 3 | <u>Workplace Harassment Prevention Training</u> | Urban One, with outside counsel, hosted an anti-harassment training session for managers and non-managers to educate all market employees on what harassment is and what to do if they observe or experience it in the workplace. A key member of the Richmond radio market virtually attended the Supervisor Training Session on or before November 2, 2023. |
| 4 | <u>Defamation Training</u> | Urban One's Legal Department provided training for radio station personnel focusing on the definition of defamation, the importance of fact-checking information which may be potentially defamatory, distinguishing between fact and opinion, and the procedure for anyone who receives a demand pertaining to defamation (May 15 – 16, 2024). |
| 5 | <u>Political Compliance Training</u> | Urban One's Legal Department hosted a Political Compliance training session. The training session was attended by designated Political Compliance Managers, the market sales team, and all additional employees who work with political advertising (January 11, 2024). |
| 6 | <u>Job Fair</u> | The market alongside Sales Director, Stacey Trexler, Promotions Director, Anissa Turner-Randolph, and Regional Vice President, Marsha Landess, hosted a job fair at Chesterfield Towne Center, located at 11500 Midlothian Turnpike, Richmond, VA 23235, where it provided onsite interviews to qualified candidates and spoke to attendees about careers in broadcasting. (October 18, 2023). |

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| | | |
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| 7 | <u>Job Fair</u> | The market alongside Sales Director, Stacey Trexler, Promotions Director, Anissa Turner-Randolph, and Regional Vice President, Marsha Landess, organized a job fair at Chesterfield Towne Center, located at 11500 Midlothian Turnpike, Richmond, VA 23235, where it provided onsite interviews to qualified candidates and spoke to attendees about careers in broadcasting (March 28, 2024). |
| 8 | <u>Job Fair/Career Day Event</u> | The Richmond radio market, alongside the market's Promotions Director, Anissa Turner-Randolph, participated in a Career Day event sponsored by Virginia State University, located at 1 Hayden Street, Petersburg, VA 23806, where she spoke to colligate students in the Mass Communications Club about pursuing a career in broadcast journalism (April 4, 2024). |
| 9 | <u>Mentorship Program</u> | The market's Promotions Director, Anissa Turner-Randolph, mentored one (1) student of an employable age, from Varina High School. The student was given the opportunity to shadow Ms. Turner-Randolph at the offices of the Station, located at 2809 Emerywood Parkway, Suite 300, Richmond, VA 23294, and was provided with in-depth experience about promotions and the radio broadcasting industry (April 4, 2024). |
| 10 | <u>Station Tour</u> | The market's On-Air Personality, Clovia Grooms Lawrence, p/k/a Miss Community Clo, provided several Virginia Union University students with a tour of the Station's offices, located at 2809 Emerywood Parkway, Suite 300, Richmond, VA 23294. While participating in the tour, the marker's on-air personalities, Alvin Smalls and Dany Brown, spoke to students, all of whom were of an employable age, about careers in the broadcasting industry (May 8, 2024). |
| 11 | <u>Career Day Event</u> | The market alongside Promotions Director, Anissa Turner Randolph, and On-Air Personality, Clovia Grooms Lawrence, p/k/a Miss Community Clo, participated in a Career Day event at Varina High School, located at 7053 Messer Road, Henrico, VA 23231, where they spoke to students of an employable age, about pursuing a career in the radio broadcasting industry (April 16, 2024). |

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