

Milford, DE ANNUAL EEO PUBLIC FILE REPORT

Facility ID:	Date Report Covers: June 1, 2022- May 31, 2023	Employer: Forever Media of DE, LLC	Job Search to: careers@forevermediainc.com
53482	Stations, City of License: WAFL (FM), Milford, DE	Employment Unit Address: 1666 Blairs Pond Road Milford, DE 19963 On-Line Public File location: www.foreverdelmarva.com	Contact Person, Title, email, phone number: Mark Schollenberger, GM mschollenberger@forevermediainc.com 302-260-7084
53490	WAVD (FM) Ocean Pines, MD		
53483	WNCL (AM) Milford, DE		
53487	WXDE (FM) Lewes, DE		
58763	WCHK-FM Milford, DE		

This EEO Public File Report is filed in each Station’s online FCC Public File.

Forever Media and its affiliates and their Radio Station(s) do not and shall not discriminate, in any manner on the basis of race, ethnicity, religion, gender, or age respecting their recruiting, employment or advertising practices. We engage in a continuing and evolving effort to seek out prospective applicants for employment. The Annual EEO Reports herein exemplify those agencies contacted. Those, which requested to be contacted, are so noted. We have found these agencies to be suppliers of diverse and qualified employment candidates in our continuing outreach program to achieve dissemination of information to a broad section of the community. We periodically re-evaluate the recruitment process to enhance wide dissemination. As a result, we believe our overall package of recruiting initiatives has been successful over the past two reporting periods.

Full-Time Vacancies Filled:

Job Title	Hire Date	Persons Hired	Persons Interviewed	Recruitment Sources Used from Master List	Referring Source
ON AIR	6/15/22	1	9	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,23,24,25,26,27,29,30,31,32,33,34,35,36,38,39,40,41	18
SALES	3/20/23; 4/17/23	2	4	1,2,3,4,5,6,7,8,13,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,39,40,41	4
DIGITAL	5/1/23	1	7	1,2,3,4,5,6,7,8,13,16,17,18,19,20,21,22,23,24,25,26,27,28,29,30,31,32,33,34,35,36,37,38,39,40,41	4
Total		4	20		

Full-Time Recruitment Sources Master List:

Recruitment Source Number	Recruitment Source Name, Address, Phone, Contact, email, URL	Source Requested Notification	Referrals from this source
1	Forever Media Website 1666 Blairs Pond Road Milford, DE 19963 1-302-260-7084 www.Foreverdelmarva.com	No	0
2	Forever Media ON-AIR RADIO STATIONS WAFL, WAVD, WCHK, WNCL, WXDE 1666 Blairs Pond Road Milford, DE 19963 1-302-422-7575 careers@forevermediainc.com	No	0
3	Walk-Ins, Employee/ Client Referrals/Other Mark Schollenberger 1666 Blairs Pond Road Milford, DE 19963 1-302-260-7084 careers@forevermediainc.com	No	2
4	Indeed 177 Broad Street,6 th Floor, Stamford CT 06901 888-746-9333 Customer Support www.indeed.com	No	11
5	Internal Posting-Brownsville 123 Blaine Road, Brownsville PA 15417 Joyce Nicholson 724-938-2000 jnicholson@forevermediainc.com	No	0
6	Internal Job Posting-Cumberland 350 Byrd Avenue Cumberland, MD 21502 Jeanie McLaughlin 301-722-6666 jmclaughlin@forevermediainc.com	No	0
7	Internal Job Posting- Easton 306 Port Street Easton, MD 21601 Patty Tibbitt 410-822-3301 ptibbit@forevermediainc.com	No	0
8	Internal Job Posting-Havre de Grace 707 Revolution Street Havre de Grace, MD 21078 866-664-1037 Doug Hall dhall@forevermediainc.com	No	0
9	Internal Job Posting – Hollidaysburg 1 Forever Drive, Hollidaysburg, PA 1664 Jody Downing 814-941-9800 jdowning@forevermediainc.com	No	0
10	Internal Job Posting – Johnstown 109 Plaza Drive, Johnstown, PA 15905	No	0

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	Shelly Lovenduski 814-255-4186 slovenduski@forevermediainc.com		
11	Internal Job Posting – Lebanon, PA 440 Rebecca Street Lebanon, PA 17046 Tammy Signor 717-272-7651 tsignor@forevermediainc.com	No	0
12	Internal Job Posting –Meadville/Franklin 900 Water St. Meadville, PA 16335 Jill Hamilton 814-724-1111 jhamilton@forevermediainc.com	No	0
13	Internal Job Posting – Pittsburgh 2 Robinson Plaza, Suite 410 Pittsburgh, PA 15205 Dottie McCartney 412-275-3393 dmccartney@foreverpittsburgh.com	No	0
14	Internal Job Posting – Sharon 87 Stambaugh Ave., Suite 3 Sharon, PA 16146 Jill Hamilton 724-308-7208 jhamilton@forevermediainc.com	No	0
15	Internal Job Posting – State College 2551 Park Center Blvd. State College, PA 16801 Andrew Kreiser 814-237-9800 akreiser@forevermediainc.com	No	0
16	Internal Job Posting – York/Hanover 275 Radio Road Hanover, PA 17331 Tammy Signor 717-637-3831 tsignor@forevermediainc.com	No	0
17	Internal Job Posting – Wilmington 2727 Shipley Road Wilmington, DE 19810 Ken Scriven 302-478-2700 kscriven@forevermediainc.com	No	0
18	All Access 24955 Pacific Coast Highway, C303 Malibu, CA 90265 310-457-6616 www.Allaccess.com	No	6
19	Zip Recruiter www.ziprecruiter.com	NO	1
20	Bucks County Community College 275 Swamp Road Newtown, PA 18940 www.joinhandshake.com	No	0
21	Chestnut Hill College 9601 Germantown Ave	No	0

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	Philadelphia, PA 19118 www.joinhandshake.com		
22	Connecticut College 270 Mohegan Ave New London, CT 06320 www.joinhandshake.com	No	0
23	Del-Tech Community College 100 Campus Dr Dover, DE 19904 www.joinhandshake.com	No	0
24	Drew University 36 Madison Ave Madison, NJ 07940 www.joinhandshake.com	No	0
25	Fairleigh Dickinson University 1000 River Road Teaneck, NJ 07666 www.joinhandshake.com	No	0
26	Hofstra University Hempstead, NY 11549 www.joinhandshake.com	No	0
27	Kean University 1000 Morris Ave Union Twsp, NJ 07083 www.joinhandshake.com	No	0
28	LaSalle University 1900 West Olney Ave Philadelphia, PA 19141 www.joinhandshake.com	No	0
29	Lebanon Valley College 101 College Ave Annville, PA 17003 www.joinhandshake.com	No	0
30	Monmouth University 400 Cedar Ave W. Long Branch, NJ 07764 www.joinhandshake.com	No	0
31	Ocean County College College Dr Toms River, NJ 08753 www.joinhandshake.com	No	0
32	Rutgers University College Ave New Brunswick NJ 08901 www.joinhandshake.com	No	0
33	Seton Hall 400 South Orange Ave So. Orange. Nj 07079 www.joinhandshake.com	No	0
34	Stockton University 101 Vera King Farris Dr Galloway Twsp, NJ 08205 www.joinhandshake.com	No	0
35	University of Delaware 401 Academy St Newark, DE www.joinhandshake.com	No	0

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36	University of Maryland 11868 College Backbone Rd Princess Anne, MD 21853 www.joinhandshake.com	No	0
37	Washington College 300 Washington Ave Chestertown, MD 21620 www.joinhandshake.com	No	0
38	Wesleyan University 41 Wyllys Ave Middletown, CT 06459 www.joinhandshake.com	No	0
39	West Chester University 700 South High Street West Chester, PA 19382 www.joinhandshake.com	No	0
40	Wilmington University 320 N Dupont Hwy New Castle, DE 19720 www.joinhandshake.com	No	0
41	LinkedIn www.linkedin.com	No	0
		TOTAL	20

Outreach Activities List:

Outreach Number	Date	Recruitment Initiative	Description	Participants
1	9/19/22	#1 Conventions, Job Fairs, Career Days, Career Fairs	Maryland DC Delaware Broadcasters Association job fair.	Diane Fetty, CHRD represented all of the Forever Media stations
2	2/28/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	Spring 2023 Maryland and Pennsylvania Job and Internship Fair-Fall 2022- Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
3	3/1/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	American University, Georgetown University and George Washington University's Marketing and Communication Virtual Industry Fair. Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
4	3/7/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	University of Delaware's 2023 Communications, Marketing & Media Virtual Career Meetup. Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
5	3/8/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	The 21st Annual Adams County Career Fair hosted by The Adams County Economic Education Foundation and The Chamber of Gettysburg & Adams County. This event is for 10th grade students to hear about career opportunities.	Lauren Kares-Yelk, Local Sales Manager represented al of the Forever stations.
6	3/23/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	Forever Media-Brownsville/Pittsburgh (WOGG-FM/WOGH-FM/WOGI-FM/WKPL-FM/WPKL-FM) participated in the 2023 Greene County Spring Career Day @ Carmichaels Fire Hall on March 23, 2023, from 8:30am-11:30am at 420 W. George Street; Carmichaels, PA 15320. The event was hosted by the Greene County Consortium of School Counselors and the Pittsburgh Technical College for Greene County 8 th , 11 th and 12 th grade students.	Representing Forever Media, Inc. was David Pavlic and Amanda Syner.
7	3/29/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	Frostburg State University Virtual Career and Internship Fair Spring 2023- Connected with students to discuss career opportunities, internships and full-time employment.	Diane Fetty, CHRD represented all of the Forever Media stations
8	4/12/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	SAEM 20th Celebration Career Fair @ Point Park University- <i>The event was hosted by the Sports, Arts and Entertainment Management program at Point Park University and was sponsored by the Pennsylvania Association of Broadcasters (PAB).</i>	Representing Forever Media, Inc. was David Pavlic and Jeremy Mulder.

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			<i>Information on current employment opportunities with Forever Media Inc. was offered to attendees. Additional insight on how to get a head start towards a successful career in broadcasting was also offered.</i>	
9	5/8/23	#1 Conventions, Job Fairs, Career Days, Career Fairs	Frostburg State University Career Fair for Students and Veterans	O.M. Tim Martin and Sales Manager Michael Bratton represented all of the Forever Media Stations.
10	Ongoing	#2 Hosted Job Fairs	FOREVER MEDIA hosts an on-going job fair on its website www.forevermediainc.com where applicants have an opportunity to view open positions, by market, and submit a resume.	Diane Fetty, CHRD
11	3/8/23	#2 Hosted Job Fairs	In House Job Fair to attract applicants for Forever Milford	Mark Schollenberger, Market Manager, John Riebel, GSM, Nanci Black, Business Manager
12	None this period.	#5 Forever Media Internship Program	Forever Media Radio helps prepare students to take their place in society as active, critical and engaged media professionals. We provide internship opportunities to students every year. We work to design a program that allows students to earn college credit for hands on experience at the radio station. The Internships are designed to meet the needs of the radio station and academic requirements of the college or university where the student is enrolled. Each internship is uniquely designed to help prepare students to take their place in society as active, critical and engaged media professionals. Students may work with the News Director, Program Director, Business Manager, Chief Engineer, Sales Manager or the General Manager to fulfill their Internship. Promotional interns. They helped develop, plan, implement, and recap ways to market and promote the station group. They attend Live Action Broadcasts for the radio network and help promote the event.	
13	07/28/2022	#8 Establishment of Training Programs for Station Personnel	Political Advertising FCC Compliance with David Oxenford, Esq. David Oxenford hosted a Zoom Meeting to offer comprehensive briefing on how to manage political to be in compliance with the FCC.	All GMs, SMs, BMs, Traffic Mgrs., PDs, copywriters in Forever Media

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14	08/10/2022	#8 Establishment of Training Programs for Station Personnel	MDCD Board of Director's Meeting via Zoom	Mark Schollenberger, Market Manager
15	9/20/22	#8 Establishment of Training Programs for Station Personnel	EEO Regulations Webinar with David Oxenford, Esq. David Oxenford hosted a Zoom Meeting to offer comprehensive briefing on how to manage political to be in compliance with the FCC. He will review all of the FCC's obligations and discuss how you can meet those obligations and stay out of trouble with the FCC. The FCC has continued to enforce its EEO rules even while considering changes to its policies.	All GMs of Forever Media.
16	12/8/22	#8 Establishment of Training Programs for Station Personnel	MDCD Board of Director's Meeting via Zoom	Mark Schollenberger, Market Manager
17	12/15/22 and 12/16/22	#8 Establishment of Training Programs for Station Personnel	Pennsylvania Association of Broadcasters held the 2022 Board of Directors Meeting and Awards Gala in Philadelphia, PA. Presentations of broadcast innovations, programming and legal concerns.	Lynn Deppen, President, Dave Davies, Market Manager, Mike Sherry, VP of Sales, Diane Fetty, Director of HR, Jeff Trunzo, Corp Engineer, Tom Bayer, Accounting
18	5/4/23 and 5/5/23	#8 Establishment of Training Programs for Station Personnel	PAB Board Meeting and Awards Luncheon was held at the Harrisburg Hilton.	Mike Sherry, VP of Sales and David Davies, Market Manager
19	Bi-Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens, conducts a bi-monthly telephone conference call with the Program Directors and General Managers to review, guide and train in order to help them succeed in their careers and the overall operation of the Radio Stations. These calls routinely include coaching and support from Forever Media President Lynn Deppen and Radio Consultant Joel Raab.	Program Directors and GMs with Mike Stevens
20	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Thursdays at 10:31 am with Production Directors and copywriters, who are divided into group, to share ideas for commercials and promos.	Production Directors and Copywriters
21	Weekly	#8 Establishment of Training Programs for Station Personnel	A weekly telephone conference call is held on Tuesdays at 10:31 am with the programming air staff, who are divided into group, to share ideas on air content.	Programming Staff Programming/Production Staff
22	Occasionally	#8 Establishment of Training Programs for Station Personnel	Mike Stevens will occasionally share a webinar or presentation to programming and/or production directors and copywriters as they are held by consultants and other broadcast organizations.	Programming/Production Staff

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23	Daily	#8 Establishment of Training Programs for Station Personnel	Account Executives are provided with daily group sales meetings to further their understanding of sales, communication, marketing trends/opportunities and sales information. These morning meetings are usually led by the General Sales Manager or General Manager. When individual training is required, the Account Executives are assisted by the General Sales Manager and/or the General Manager.	Sales Staff
24	Bi-Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens, conducts a bi-monthly telephone conference call with the Program Directors and General Managers to review, guide and train in order to help them succeed in their careers and the overall operation of the Radio Stations. These calls routinely include coaching and support from Forever Media President Lynn Deppen and Radio Consultant Joel Raab.	Program Directors and GMs with Mike Stevens
25	Monthly	#8 Establishment of Training Programs for Station Personnel	Forever Media Corporate Program Director, Mike Stevens conducts a monthly telephone conference call with Production Directors and Copy Writers to guide, and train in order to help them succeed in their careers, as well as share ideas and talk about trends in copy writing and production. These calls include coaching and support from me.	Production Directors and Copywriters with Mike Stevens
26	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media makes available Monarch Solutions to the Sales Department. Monarch offers a web-based media-specific software platform that enables the sales department to maximize their advertising opportunities. The program provides media sales workflow while giving the exact information needed for prospecting, managing, evaluating, and closing business. Training tools for all aspects of sales are provided and available within this program.	All Management and sales staff
27	Annually and upon hire	#8 Establishment of Training Programs for Station Personnel	Forever Media supports and has a commitment to the principals of equal employment opportunity and intends to provide a work environment free from unlawful discrimination of any kind. In keeping with this commitment, upon hire, all new employees are put through Sexual Harassment training and every employee trained annually.	All Employees
28	Annually and upon hire	#8 Establishment of Training Programs for Station Personnel	Forever Media incorporates an additional level of employee training with the ThinkZoom-P1Learning program. P1Learning provides on-line training and operations development	All Employees

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			solutions focused exclusively on the media industry. P1 provides selling techniques and concepts, tips, training, development leadership advice and legal compliance requirements to salespersons, human resources, supervisors and management. All Forever Media employees have access to hundreds of interactive courses, tests and written materials on a variety of topics relevant to the industry.	
29	Ongoing	#8 Establishment of Training Programs for Station Personnel	Forever Media General Managers schedule weekly, daily and individual meetings with Sales Account Executives to review, guide and train in order to help each succeed in their career. Additionally, every Tuesday morning, the Vice-President of Sales conducts a telephone-conferenced webinar to mentor all Forever Media station General Managers, General Sales Managers, Market Managers through a process of informal discussion of knowledge, education, coaching and support as it relates to work, career, or professional development.	VP of Sales, GM's, GSM's, Sales Staff, Market Managers
30	Ongoing	#8 Establishment of Training Programs for Station Personnel	The station's General Manager, General Sales Manager and Account Executives routinely train on-line with the Radio Advertising Bureau. During this period, all have earned Radio Marketing Professional Certifications from the Radio Advertising Bureau. These educational and instructional courses are designed to improve our sales team's knowledge about radio and offers educational/instructional courses designed to improve management, daily operations and leadership of the Radio Stations.	Sales Staff
31	Ongoing	#8 Establishment of Training Programs for Station Personnel	The General Manager and General Sales Manager have routinely trained on-line with the Pennsylvania Associations of Broadcasters (The Local Broadcast Sales Team & P1 Selling).	GM's, GSM's
32	Ongoing	#8 – Establishment of Training Programs for Station Personnel	Forever Media makes available Marketron. Marketron offers a web-based media-specific software platform that enables the traffic departments, production departments, and business managers to maximize their managing and invoicing of commercials, non-traditional revenue and digital. Training tools for all aspects are provided and available within this program.	Traffic Staff, Programming Staff, and Business Managers
33	Ongoing	#8 Establishment of Training	Forever Media makes available Nielsen. Nielsen offers platform training for the sales department. Training tools	Sales Staff

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		Programs for Station Personnel	for all aspects are provided and available within this program including a monthly calendar of training sessions.	
34	7/11/22-7/15/22	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	2022 Radio/TV Broadcast Summer Camp. The first high school Radio/TV Broadcast Summer Camp sponsored by the Pennsylvania Association of Broadcasters (PAB) was hosted July 11-15 by Point Park University. It was a full week of mostly hands-on experience in the world of broadcasting. Point Park University Sports, Arts and Entertainment Management (SAEM) PAB Scholarship recipients De'Ante Johnson, Arianna Sanker and Autumn Ashbough along with students Rebecca Schnupp (SAEM) and Zoe Vitalli (School of Comm) assisted.	Mike Sherry, VP of Sales, David Pavlic, GSM
35	6/9/22, 8/4/22 and 12/16/22	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	PAB Talent Acquisition Committee was evolved to articulate the lack of success recruiting the next generation of reports, air talent, engineers, and sellers has become a crisis in our industry. Goal is to develop a plan to assist member stations with outreach to colleges and high schools.	Dave Davies, General Manager, Chair of the committee.
36	1/12/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Pennsylvania Highlands Community College-Media Production Community Advisory committee meeting.	Mike Stevens-Corporate Program Director
37	3/24/23	#10 Participation of programs relating to career opportunities in broadcasting sponsored by educational institutions	Point Park University High School Media Day. The School of Communication offers current high school students exciting opportunities to visit Point Park University's Downtown Pittsburgh campus and learn what it's like to study in one of our innovative communication majors	Mike Sherry, VP of Sales represented all of the Forever Media Stations.
38	Upon Request	#16 Radio Station Group Tours	We routinely give group tours of our facility, 1666 Blairs Pond Road, Milford, DE 19963 to organizations such as the Boy and Girl Scouts, elementary and high school groups, church groups and other similar groups. The tours provide an introduction to the Radio Broadcasting Industry and are offered for free. A typical tour includes information on the history of Radio and our stations. We explain and	1666 Blairs Pond Road, Milford, DE 19963/All Staff

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			<p>demonstrate the broadcasting equipment used to transmit programming from the studio to the transmitter site, we explain the studio equipment and how it functions. An introduction and hands-on recording of commercial production is demonstrated. An explanation of all positions and responsibility of station personnel is also given. We discuss our station formats, audience and coverage area. The tours are tailored to meet the goals of the specific groups. To request a tour contact: Forever Media, Inc. 1666 Blairs Pond Road, Milford, DE 19963 Attention: GM or call 302-422-7575</p>	
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