#### 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	RS Referring Hiree		
No Full-Time Positions Were Filled During this Reporting Period				

# II. 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	
As Reported in Section I, No Full-Time Positions Were Filled During this Reporting Period.				

## III. RECRUITMENT INITIATIVES

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
1	Participate in program sponsored by educational institution relating to careers in broadcasting	On April 1, 2021, our SEU's Sales Manager spoke to a large group of students in the Department of Telecommunications at Ball State University about career opportunities in radio broadcasting as well as openings within our SEU. She also conducted practice interviews, and answered questions posed by the students.
2	Participate in Collegiate Career Expo	On April 16, 2021, our SEU participated in the Indiana University – Kokomo Career Fair virtually, due to COVID restrictions. Our Programming Director attended this event and answered students' questions about career opportunities in broadcasting as well as the SEU's internship program.
3	Management-level training concerning methods of ensuring equal employment opportunity and preventing discrimination	On July 22, 2021, our SEU's Market Manager took part in a presentation by Brooks Scott entitled, Conversations of Race & Allyship in the Workplace. During his presentation he emphasized the importance of learning better ways to communicate to create a healthier workplace environment. He discussed managing unconscious biases, team building around values, learning specific skills and tactics to navigate sensitive conversation, understanding how to give useful feedback, and encouraged attendees to hire, promote and acknowledge people who don't look, think, act, and problem solve like them.
4	Management-level training concerning methods of ensuring equal employment opportunity and preventing discrimination	On August 11, 2021, our SEU's Market Manager participated in a presentation conducted by Merging Path Coaching entitled, <i>Managing Unconscious Bias</i> . This session focused on managing teams without a bias.
5	Participate in program sponsored by educational institution relating to careers in broadcasting	On October 18, 2021, our SEU's Sales Manager spoke to a large group of students in the Department of Telecommunications at Ball State University about career opportunities in radio broadcasting as well as openings within our SEU. She also conducted practice interviews and answered questions posed by the students.

	Type of Recruitment Initiative (Menu Selection)	Brief Description of Activity
6	Management-level training regarding Diversity, Equity, and Inclusion	During the month of December 2021, our SEU participated in Diversity, Equity, and Inclusion training. All hiring managers—Market Manager, Operations Manager, and Business Manager—as well as all members of our staff were required to complete courses on line using ThinkZoom. Participants viewed five segments entitled "Working Well With Everyone," which addressed the meaning of diversity, the diversity continuum, the mistake of stereotyping, the power of inclusion, and diversity = greatness
7	Management-level training concerning methods of ensuring equal employment opportunity and preventing discrimination	During the month of December 2021, our SEU participated in harassment prevention training. All hiring managers—Market Manager, Operations Manager, and Business Manager—as well as all members of our staff were required to complete a course prepared by Mineral entitled, "Harassment Prevention." The course presented best practices for updating policies and procedures, reporting incidents, and following up on complaints. In order to obtain a certificate of participation, managers were required to take a quiz following their completion of the tutorial.
8	Participate in Collegiate Career Expo	On February 16, 2022, our SEU participated in the Ball State, Cardinal Job Fair at the Worthen Arena at Ball State University, Muncie, IN. Our Market Manager and Sales Manager attended this event and answered student's questions about career opportunities in broadcasting as well as the SEU's internship program.