

**NORTHSHIRE COMMUNICATIONS**

**d/b/a WEQX 102.7 FM**

**EEO PUBLIC FILE REPORT  
FOR THE PERIOD OF  
1 APRIL 2004 -  
31 MARCH 2005**

**WEQX**  
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1 APRIL 2004 - 31 MARCH 2005

Employment Unit: WEQX

Unit Members (station and community of licence) WEQX Manchester, VT

EEO Contact Information for employment unit:

Mailing Address:  
**PO Box 102.7**  
**Manchester, VT 05254**

Contact Person / Title: **Melinda Brown / VP**  
Telephone number: **(802) 362.4800**  
email address: [traffic@weqx.com](mailto:traffic@weqx.com)

**SECTION I: Vacancy Information**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
1. – Sales Manager	Internet job source – <a href="http://www.weqx.com">www.weqx.com</a>
2. - Account Executive	On air source: 102.7 WEQX-FM
3. – Part Time on-air DJ	Internet job source – <a href="http://www.allaccess.com">www.allaccess.com</a>
4. – Program Director / On-Air DJ	Internet job source – <a href="http://www.allaccess.com">www.allaccess.com</a>
5. – Promotions Director / On-air DJ	Internet job source – <a href="http://www.weqx.com">www.weqx.com</a>

Northshire Communications is committed to providing equal employment opportunities to all individuals without regard to race, color, religion, gender, national origin, age, sexual orientation or disability. Our intent is to provide a work environment that is free of discrimination, harassment or intimidation. Discrimination, harassment or intimidation of an employee or an applicant for employment is considered improper conduct. Under no circumstances will Northshire Communications condone or tolerate any form of discrimination, harassment or intimidation of anyone at any level of Northshire Communications.

Northshire Communications is an equal opportunity employer.

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**SECTION II: Recruitment Source Information**

**Job Title: Sales Manager - Referral Source(s) of Hiree: www.weqx.com**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	total # Referred	Did Recruitment Source Request Notification?
www.weqx.com	n/a	161 Elm Street Manchester, VT	(802)-362-4800	1	NO

**Job Title: Account Executive - Referral Source(s) of Hiree: on-air advertisement 102.7 WEQX-FM**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification?
<a href="http://www.weqx.com">www.weqx.com</a>	n/a	161 Elm Street Manchester, VT, 05255	(802)362-4800	1	NO
On-air, 102.7 WEQX-FM	Mimi Brown	161 Elm St Manchester, VT 05255	(802)362-4800	4	NO
State of NY Department of Labor	Claudia Book	NYS Dept of Labor Northway Plaza Suite 13C Queensbury, NY 12804	(518) 792-5811	3	NO

**Job Title: On-air DJ (part-time) - Referral Source(s) of Hiree: www.weqx.com**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification?
www.weqx.com	n/a	161 Elm St Manchester, VT, 05255	(802) 362-4800	2	No
www.allaccess.com	n/a	28955 Pacific Coast Highway, Suite 210-5 Malibu, CA. 90265	310-457-6616	4	No

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**Job Title: program director Referral Source(s) of Hiree: AllAccess**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification?
<a href="http://www.allaccess.com">www.allaccess.com</a>	n/a	28955 Pacific Coast Highway, Suite 210-5 Malibu, CA. 90265	310-457-6616	15	No

**Job Title: Promotions Director Referral Source(s) of Hiree: [www.weqx.com](http://www.weqx.com)**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification?
<a href="http://www.weqx.com">www.weqx.com</a>	Mimi Brown	161 Elm Street Manchester, VT	(802) 362-4800	1	No

**Total # of Interviewees Referred:** For the period from April 1, 2004 to March 31, 2005, this Employment Unit interviewed 31 interviewees for job vacancies.

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### **SECTION III: Recruitment Initiatives**

#### **Initiative: College Graduate Sales Recruitment**

This station made a strong effort to help college graduates get a start in the broadcasting industry.. Recruiting from campus' in the Northeast via mass mailing and working with career centers at said colleges and universities WEQX has reached out to recent and near-future graduates who may be interested in Southern Vermont and living in ski-country.

#### **Initiative: WEQX Employee Training & Cross Training.**

WEQX provides training to all employees with the intent of helping employees acquire skills that will qualify them for higher level positions. Training is open to all employees and programs determined on a case-by-case basis with the exception of sales, which is an ongoing program. WEQX will send employees to various training seminars from time to time in order to prepare them for advancement in house as well as their extended careers. WEQX radio provides training to all employees with the intent on the understanding of all departments at the station. All of the WEQX Management held a one hour session explaining what their responsibilities are in the station. All employees were welcome to attend all of the meetings. WEQX also holds frequent staff meetings to continue fresh training of the on-air staff.

#### **Initiative: WEQX Internship Program.**

This is an ongoing program. Every semester students are accepted into the WEQX internship program. The students are from colleges in the Capital District of New York, Central New York, Southern Vermont, as well as from as far away as Washington, DC. WEQX requires students to be enrolled in a broadcast program at their college and there are no geographic limits on where the college is located. WEQX also accepts interns from a local high school, Burr & Burton Academy as part of their work study program, also known as TARGET.

WEQX radio provides a internship program for university students in the fields of; programming, promotions, production, traffic, and sales. Through the station's established relationship with many colleges in the Northeast as well as advisors in the specific discipline of broadcasting/journalism. WEQX solicits schools directly when openings become available. WEQX also advertises for open internships over the air and online on our website, [www.weqx.com](http://www.weqx.com) College students are provided an opportunity to work with the station and earn college credit for their real world experience. The station provides the necessary information to the schools so that students receive earned credit and students receive guidance under the supervision of one or several station managers. Programs typically match the semester in duration or summer break.

The Internships are awarded to qualified candidates who meet the following criteria:

- at least 17 years of age, but less than 23 at the time of entry;
- high school or undergraduate college students;
- eligible for college credit

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