

Annual EEO Public File Report Form

WRLH, Richmond, Virginia

Annual EEO Public File Report

The purpose of the EEO Public File Report (“Report”) is to comply with Section 73.2080(c)(6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station: WRLH, Richmond, VA and is required to be placed in the public inspection files of this station, and posted on its website, if the station has a website.

The information contained in this Report covers the time period beginning 06/01/07 to and including 05/31/08 (the “Applicable Period”).

The FCC’s 2002 EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station comprising the Station Employment Unit during the Applicable Period.
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c)(1)(ii) of the new EEO Rule, which should be separately identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section(s) 73.2080(c)(2) of the FCC rules.

Appendices 1, 2, and 3, which follow, have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Appendix 2 under the column entitled “Full-time Positions for Which This Source Was Utilized” refer to the number of the full-time job positions listed on Appendix 1.

For the purposes of this Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer, and started in the position. A person was deemed “interviewed” when he or she was interviewed in person.

Appendix 1 to

Annual EEO Public File Report Form

Covering the Period from 6/1/07 to 05/31/08

Station Comprising Station Employment Unit: WRLH, Richmond, VA

Section 1: Vacancy Information

	Full-time Positions Filled By job Title	Recruitment Source of Hiree(s)	Total Number of Interviewees from all sources for this position
1	Account Executive (7)	Referral (4) Sinclair Web-Site (1) www.tvsales.com (1) Current Employee (1)	14 persons Interviewed
2	Master Control (2)	RTimesDispatch(1) Sinclair Web-Site (1)	8 persons Interviewed
3	Traffic Clerk (2)	www.monster.com(1) www.foxrichmond.(1)	20 persons Interviewed
4	GSM/NSM (1)	Referral (1)	5 persons Interviewed
5	Research Assistant (1)	Current Employee(1)	5 persons Interviewed
6	Credit Manager (1)	Richmond Times Dispatch (1)	5 persons Interviewed
7	Local Sales Assistant(1)	Richmond Times Dispatch (1)	6 persons Interviewed
8	General Manager (1)	Current Employee (1)	<u>4 persons Interviewed</u>

	Total Number of Persons Interviewed During Applicable Period: 67		
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Appendix 2 to

Annual EEO Public File Report Form

Covering the Period from 6/01/07 to
05/31/08

Station Comprising Station Employment Unit: WRLH, Richmond, VA

Section 2: Recruitment Source Information

	Recruitment Source (Name, Address, Telephone Number, Contact Person)	Total Number of Interviewees this Source has provided during this Period(If any)	Full-Time Positions for which this source was utilized
A	Virginia Employment Commission 703 E. Main Street, Richmond, VA 23218 (804)786-1485	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
B	NAACP, Job Placement, P.O. Box 2112 Mechanicsville, VA 23116 (804)798-9798 www.hcbnaacp.org	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

C	Virginia Commonwealth Univ. Job Placement, 907 Floyd Ave., RM. 143 Richmond, VA 23284 (804)828-1645 Contact: Tiara Gantt	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
D	Referral	9 2 5 4 1 0 0 1	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
E	Richmond Times-Dispatch Newspaper 301 E. Franklin St., Richmond, VA 23261 (804) 819-5531 fax Contact: Ms. Dee Bacon Also runs 1 week on-line in addition to Paper run www.timesdispatch.com	0 1 2 0 2 0 2	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager
F	Sinclair Website www.sbgi.net 10706 Beaver Dam Road Cockeysville, MD 21030 410-568-1517 Attn: Sharon Pickeral	1 2 3 0 2 1 2 1	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
G	VA. Assoc. of Broadcasters, 600 Peter	0 0	Account Exec. Master Control

	Jefferson Pkwy-Suite 300, Charlottesville, VA 22902 (804)977-3716, Newsletter/website Ms. Laura Patterson <i>Also E-Mailed to VAB</i>	0 0 0 0 0 0	Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
H	VA State University Box 9410 Petersburg, VA 23806, Attn: Rodney Butler or Career Services (804)524-5211	0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
I	ITT Technical Institute Career Services Office 300 Gateway Centre Pkwy Richmond, VA 23235 Attn: Mr. Allen B. Lewis Phone 804-330-4992	0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
J	FOX Richmond Web-Site www.foxrichmond.com 1925 Westmoreland St. Richmond, VA 23230 804-358-3535 Contact: Elizabeth Caffery and www.mytvrichmond.com website asitdefaults to Fox Richmond.	0 2 2 0 0 1 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

K	Howard University, Job Placement Office, 525 Bryant St., NW, Washington, DC 20059 (202)806-7513 Mr. Kim Wells	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
L	ECPI College of Technology, 800 Moorefield Dr., Richmond, VA 23234, (804)330-5533 Jeremy Johnson	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
M	Fresh Start Job Development & Training, 119 East Marshall Street Richmond, VA 23219 (804)649-8099 Sandra Sykes Moved Jan 2007- New Address/Phone noted	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
N	Metropolitan Business League, 115 E. Marshall St., Richmond, VA 23219, (804)649-7474 fax Mr. Oliver Singleton	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
O	Norfolk State Univ. 2401 Corprew Avenue Norfolk, VA 23504 (757)823-8600	0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr

	Mr. Benjamin Ellis	0 0 0 0	Sales Assistant Research Assistant Credit Manager General Manager
P	GOODWILL OF Central Virginia 6301 Midlothian Trnpg Richmond, VA 23225 Ms. Andrea Wilkinson Phone 804-521-4972 alwilkinson@goodwillcva.org - Contact name change	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
Q	Richmond Technical Ctr. 2020 Westwood Ave. Richmond, VA 23227 (804)780-6237 Attn: Job Opening	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
R	J. Sargeant Reynolds Community College Career Center 1651 E. Parham Road Richmond, VA 23285	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

S	University Of Minnesota School of Journalism and Mass Communication 111 Murphy Hall 206 Church Street SE Minneapolis, MN 55455 <i>Added 1/2008</i>	0 0 0 0 0 0 0 0	GSM/NSM Mgr Sales Assistant
T	VA Dept. Of Rehabilitative Services 8004 Franklin Farms Dr. Richmond, VA 23229 804-662-7000 drs@drs.virginia.gov Jim Rothrock, Commissioner	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
U	Virginia Union University 1500 N. Lombardy Street Richmond, Virginia 23220 Attn: Mildred Maree	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
V	Current WRLH Employee (Promotion) All Job Listing Opportunities available to all Employees See Other SBG Station Employees(listed separately)	1 0 1 1 0 1 0 1	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

W	TV Week Crain Comm., Inc. 1155 Gratiot Ave. Detroit, MI 48207 323-370-2415 Marc Abrams mabrams@TVWeek.com	0 0 0 0 0 0 0 0	
X	CareerBuilder.com 1750 Tyson's Blvd 4 th Floor McLean, VA 22102 Contact: Allison Weitzman *As of January 1, 2008	1 0 0 0 0 0 0 0	Account Exec. GSM/NSM Mgr Sales Assistant
Y	Broadcasting & Cable Elena Denis 360 Park Ave. S. 14 th Floor New York, NY 10010	0 0 0 0 0 0 0 0	Account Exec
Z	tvjobs.com P.O. Box 4116 Oceanside, CA 760-754-8177 Mark Holloway (mailed)	0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant

		0 0	Credit Manager General Manager
1	Spots N Dots The Daily News of TV Sales, SellTV@aol.com 607-729-7331 1-888-884-2630	0 0 0 0 0 0 0 0	GSM/NSM Mgr General Manager Account Executive
2	Current Intern	0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
3	Walk Ins (All walk ins are welcome to apply for any open position)	1 1 0 0 0 1 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
4	Other Sinclair Stations Employees	0 0 0 0 0 0 0 1	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

5	Bishop State Community 351 N. Broad Street Mobile, Alabama 36603 www.bishop.edu Phone 251-662-5371	0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
6	www.postaroo.com Russell Winslow 10706 Beaver Dam Road Hunt Valley, MD 21202 410-568-1650 No longer active source 11/07	0 0 0 0 0 0	Account Executive Credit Manager Research Assistant Traffic Account Executive Master Control
7	MediaWeek AdWeek BrandWeek VNU, Inc. 770 Broadway New York, New York 10003 646-654-5308 sstahl@adweek.com	0 0 0 0 0 0 0 0	
8	MediaRecruiter.com Art Scott 20456 E. Orchard Place Centennial, CO 80016 303-400-5150	0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

9	MediaLine.com P.O. Box 51909 Pacific Grove, CA 93950 1-800-237-8073 Attn: Mark Shilstone (Mailed letters)	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
10	National Association Of Black Journalists 8701 – A Adelphia Road Adelphi, Maryland 20783 301-445-7100 Attn: Capri Dodson	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
11	Hispanic Link News Service 1420 N. Street, NW Washington, D.C. 20005 Contact: Carlos Erickson Phone 202-234-0280	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
12	Native American Journalists Association Gaylord College of Journalism and Mass Communication 395 W. Lindsey Norman, OK 73019 605-677-5282 Contact: Kim Baca New Address 7/12/07	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

13	Native American Public Telecommunications 1800 No 33 rd Street Lincoln, Nebraska 68583 Contact: Lynn Warren Phone 402-472-3522	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
14	National Black MBA Associates 180 N. Michigan Avenue Chicago, Illinois 60601 Contact: Debbie Tarrar Phone 312-236-2622	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
15	National Association of Hispanic Journalists 1000 National Press Building 529 14 th Street, NW Washington, D.C. 20045 Contact: Martina Hillendo Phone: 202-662-7145	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager
16	National Hispanic Media Coalition 1201 West 5 th Street #T205 Los Angeles, CA 90017 Attn: Acasia Flores Phone 213-746-6988 New address as of 12/06	0 0 0 0 0 0 0 0	Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Sales Assistant Research Assistant Credit Manager General Manager

17	<p>Monster.com 5 Clock Tower Place Maynard, Massachusetts 01754 Contact: Judy Fonda *Ended 1/01/08</p>	<p>0 0 6 0 0 1 1</p>	<p>Account Exec. Master Control Traffic Clerk GSM/NSM Mgr Research Assistant Credit Manager General Manager</p>
18	<p>www.salesjobs.com Done Corporately by SBG</p>	<p>1</p>	<p>Account Executive</p>
19	<p>Remedy Intelligent Staffing 4701 Cox Road Glen Allen, Va. 23060 804-270-4429 Contact: Marni Pollard</p>	<p>1</p>	<p>Traffic</p>
20	<p>AWRT 8405 Greensboro Drive Suite 800 McLean, Virginia 22102 (703)-506-3290 info@awrt.org</p>	<p>0</p>	<p>GSM/NSM</p>
21	<p>Career Fair</p>	<p>1</p>	<p>Sales Assistant</p>
22	<p>American Women in Radio & Television 805 Greensboro Drive McLean, Va. 22102 Attn: Michelle Spencer Became fee base on internet June 2007-Do not utilize as readily</p>	<p>0</p>	
23	<p>Asian American Journaist</p>	<p>0</p>	

	Association 1182 Market Street #320 San Francisco, CA 94102 Contact: Albert Lee Called to inform me they had become fee based 10/06-No Free Listings		
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TOTAL INTERVIEWED: 67

*The station broadcasts and publishes notices asking organizations that want to be notified of job vacancies to contact us, however at this time the station has yet to receive such requests.

Appendix 3 to

Annual EEO Public File Report Form

Covering the Period from 06/01/07 to 05/31/08

Station Comprising Station Employment Unit WRLH, Richmond, VA

Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by WRLH.

JOB/CAREER FAIR

1. Activity: **Sales/Career Fair**

Date of Station Participation: February 27, 2008 The Greater Richmond Chamber and Central Virginia Career Fair

Participating Employees: Elizabeth Caffery, Office Manager/Executive Assistant WRLH FOX Richmond/MyTV Richmond and Mark Bartholomew, Promotions Manager. Also on hand Tracey Taylor- Marketing Community Relations/Promotions coordinator and Matthew Pak-Graphic Design/Promotional Assistant.

Host/Sponsor of Activities: The Greater Richmond Chamber of Commerce "College to Career Fair" Event for 2008 with the Virginia School Foundation held at the Richmond Convention Center.

Brief Description of Activity and Station Participation: Brought to the Convention Center by the Greater Richmond Chamber, this event had students from across the region w/Employers. Multiple companies, ranging from Fortune 500 to medium size corporations exhibited. This event targeted interns, Graduating seniors and recent graduates. The Greater Richmond Chamber in conjunction with the areas nine colleges and universities and the Virginia Foundation for Independent Colleges hosted this great event. A FOX Richmond/MyTV Booth with materials were available including all open positions within WRLH and marketing information. Resumes were retrieved and

industry discussion with the students at an all time high. Marketing being of strongest interest to the crowd. Approximately 1,600 students attended this all day job fair along with 200 employers including two local Richmond Broadcast stations, one being WRLH.

2) Activity: **Career Fair**

Date of Station Participation: March 12, 2008

Participating Employees: Elizabeth Caffery/Office Manager/
Executive Assistant & Alumni of Randolph Macon College

Host/Sponsor of Activities: Randolph Macon College Ashland,
Virginia

Brief Description of Activity and Station Participation:

Elizabeth Caffery represented WRLH at Job Fair with over 35 Employers present. Matt Pak, WRLH Graphic artist/Promotional Assistant also spoke with students on the dynamic careers in Television Media. Several hundred students came out for this Spring Event at the College's Brock Sports and Recreation Center. WRLH participants spoke with attendees about current openings within the company, and what their individual future plans might hold. Spoke of the Departments within the station and handed out PowerPoint presentation outlining positions, and the responsibilities therein. Promoted the Station. Gave website address for job openings, and collected 40 + resumes. The interest was strong and the event worthwhile!

COMMUNITY EVENT:

1. Activity: Virginia Girl Scout Troop # 3320 **Station Tour**

Date of Station Participation: March 27, 2008

Participating Employees: All Station Employees available for questions along with several Managers including Mark

Bartholomew/Promotions Director and Tracey Taylor, Marketing Community Relations & Promotions Coordinator.

Host/Sponsor of Activities: Girl Scout Troop Leader/Parents attended

Brief Description of Activity and Station Participation: Station Guided Tour with Departmental Heads touching on their positions and duties/overview of Station operations within the Station. Mark Bartholomew guided this group of 15 young persons and several parents on a Station tour consisting of discussions pertaining to each Departments role in the Station and how key each are to the success of the Station as whole. The Station was further promoted with light refreshments afterwards for the cub scouts journey home. Goodie bags reflecting FOX lineup.

2. Activity: Virginia Tiger Cub Scout Troop # 2120 **Station Tour**

Date of Station Participation: January 31, 2008

Participating Employees: All available Employees to answer questions along with several Managers including Elizabeth Caffery/Office Manager and Tom Fussell/Lead Master Control Engineering Operator, Matt Pak-Graphic Artist

Host/Sponsor of Activities: Cub Scout Troop Leader/Parents attended

Brief Description of Activity and Station Participation: Station Manager guided Tour of Station explaining the Station's Operation. 7 Tiger Cubs and 8 parents were present on the Station tour consisting of discussions about each Departments role in the successful running of a Television Station! The Master Control department was of particular interest to these young men and the Engineering Managers were excellent resources for their learning experience. Photos taken in studio afterwards. Goodie bags explaining career opportunities & programming outlines handed out.

3. Activity: Station Tour – Senior Citizens Group

Date of Station Participation: June 27, 2007

Participating Employees: Elizabeth Caffery/Office Manager, Promotional Manager Mark Bartholomew, Tom Fussell Lead Master Control Mgr, Warner Rodgers Production Assistant

Host/Sponsor of Activities: Imperial Plaza Nursing/Assisted Living Community w/Activities Director Arlene Campbell and WRLH

Brief Description of Activity and Station Participation: 25 men and women from Imperial Plaza Residential Hall came for Station visit. Each Department was discussed with hand-outs on each jobs responsibility. The Studio was of great interest to this fun crowd where Production offered a quick camera/lighting study. Managers on hand answered questions posed by the group.

4. Activity: Genworth Financial Halloween Hoopla

Date of Station Participation: October 31, 2007

Participating Employees: Tracey Taylor, Marketing Community Relations/Promotions Coordinator.

Host/Sponsor of Activities: Children's Museum Virginia/Genworth

Brief Description of Activity and Station Participation:

The Genworth Financial Halloween Hoopla event provided a safe, fun, and FREE Halloween treat for kids at the Children's Museum of Richmond until 8pm on Halloween eve. Children had an authentic Halloween experience trick-or-treating in a kid-size neighborhood consisting of six Fan-District-style houses complete with spooky decorations. Other activities included Halloween art projects, ghost stories, and a costume parade. WRLH was Media Sponsor and had booth with informative materials on the Station including employment opportunities.

EDUCATIONAL EVENT:

1. Activity: Career Job Shadow

Date of Station Participation: February 12-13th, 2007

Participating Employees: Jay Endicott-Production Manager overseeing alongside Brent Hardy-Production Commercial Producer and Warner Rodgers, Production Assistant

Host/Sponsor of Activities: WRLH

Brief Description of Activity and Station Participation: Station sponsored student majoring in Mass Communications/Film studies from James Madison University to student Job Shadow his area of interest. Kevin Sennett, a Sophomore at JMU, spent two full days under the wing of the FOX Richmond Production Department where he learned “hands on” in the field as well as study in the Main studio about Commercial production. It was a memorable and great learning experience had by all!

2. Activity: Career Job Shadow

Date of Station Participation: July 10 & 11th, 2007

Participating Employees: Elizabeth Caffery(Office Manager), Brenda Thomas(Traffic Manager) Lisa Riehl(Front Reception), Tracey Taylor(Public Relations Coordinator), Matt Pak(Graphic Artist), Linda Strickland(Programming Head), Tom Fussell(Lead Master Control Supervisor), Alexandra Brokenborough(National Sales Assistant), Brennan Daly(Sales & Marketing Director)and Warner Rodgers(Production Assistant)

Host/Sponsor of Activities: WRLH

Brief Description of Activity and Station Participation: Select Department Heads/Employees allowed job shadowing by a university student on the day-to-day operations at WRLH. Katelyn Barton, a sophomore at Bob Jones University in Greenville, South

Carolina pursuing a degree in Media Broadcast spent two days with the Station and enjoyed the fast paced environment and wants to return.

3. Activity: High School Career Lecture/Presentation

Date of Station Participation: November 16, 2007

Participating Employees: Mark Bartholomew, Promotional Manager and Brennan Daly, Sales & Marketing Director

Host/Sponsor of Activities: Douglas Freeman High School Richmond, Virginia

Brief Description of Activity and Station Participation: Mark Bartholomew and Brennan Daly spoke to Freeman High Schools Junior and Senior Marketing class and provided a presentation. Class size 20. Sales and Marketing lecture by Ms. Daly followed by Mark Bartholomew on Promotions and the intrinsic importance of these in the television industry as a whole.

4. Activity: Career Job Shadow

Date of Station Participation: October 8th, 9th and 11th, 2007

Participating Employees: Elizabeth Caffery(Office Manager), Brenda Thomas(Traffic Manager), Tracey Taylor(Public Relations Coordinator/Promotions), Matt Pak(Graphic Artist), Linda Strickland(Programming Head), Tom Fussell(Lead Master Control Supervisor), Alexandra Brokenborough(National Sales Assistant), Brennan Daly(Sales & Marketing Director)and Jay Endicott Rodgers(Production Manager)

Host/Sponsor of Activities: WRLH

Brief Description of Activity and Station Participation: Lynsey Rachel Leach, a Senior Honor student at Lee Davis High School, shadowed for three days with the Station in almost every capacity! Her scheduled agenda was full! Lynsey, a member of Emerging Leaders,

hopes to major in Television Commercial Production and Film when she attends college in the fall.

Internship Program

The station has an internship program as defined below:

Program Goal: The goal of our internship program is to recruit candidates, primarily juniors and seniors, from colleges and prepare them for entry-level jobs within the broadcast industry.

Program Objectives:

- Develop links with universities and colleges to promote WRLH as a prospective employer.
- Create a symbiotic relationship between interns and WRLH employees.
- Provide interns with opportunities for translating classroom theories into industry applications. Interns will have the chance to develop practical skills that will improve their chances for success within the broadcast industry.

Eligibility Requirements:

- The applicant must be attending an accredited institution. Graduate students also are eligible. Preferably, applicants should be communication majors, though other majors may be considered.
- The applicant must be at least 18 years of age.
- The applicant must be in good academic standing, as defined by his or her academic institution.
- The applicant must receive academic credit for the internship experience. He or she must be registered for college credit at his or her institution during the quarter or semester in which the internship is performed. Interns are not paid.
- In addition to meeting the institution's eligibility requirements, the applicant must meet the station's eligibility requirements.

Applicants can contact the station to get information on how to apply for an internship.

WRLH FOX Richmond Intern Participants:

During the period and counting towards of 6/01/07 thru 5/31/08 WRLH enjoy the internships of six University/College students who earned credit for these Internships. The areas of concentration were varied – Engineering, Promotional Sales and Marketing, Business Accounting and Production.

Jonathan Fleming/Virginia State University Sept '07-November 2007
Brittany Brooks/James Madison University-May'07-August 2007
Amanda Bolton/Longwood University/VCU-Jan'08-March 2008
Faisal Salama/VCU-Jan'08-April 2008
Muhab Ibrahim/VCU-June '07-August 2007
Richard Willis/Clemson University-May'07- August 2007

Training

All station employees completed web-training course(s) on (1) Workplace Harassment: Recognizing & Preventing Harassing Behavior and (2) Sinclair Broadcast Group Code of Business Conduct and Ethics

All Managers and Supervisors were required to complete two courses 1) Workplace Harassment: Recognizing & Preventing Harassing Behavior-Managers Edition and 2) Sinclair Broadcast Group Code of Business Conduct and Ethics. The training was completed by all current Employees by May 15, 2008.

All New Hires must complete course: Recognizing and Preventing Sexual Harassment Essentials and the Sinclair Broadcast Group Code of Business Conduct and Ethics web-based class. New Hire Managers do the Managers Editions of same. This training is completed within the first 90 days of employment or promotion into a supervisory/managerial position.

Recruitment Alert - Once a week on FOX and Once a week on MyTV at various times and this on-air FCC EEO Promotional Spot encourages viewers interested in careers in Broadcasting at WRLH to call the stations and speak with the Office Manager/or HR Contact.