

Federal Communications Commission Washington, D.C. 20554	OMB 3060-1033 September 2003	FOR FCC USE ONLY
FCC 396-C		
Multi-Channel Video Program Distributor EEO Program Annual Report		FOR COMMISSION USE ONLY FILE NO.
Read INSTRUCTIONS Before Filling Out Form		-

SECTION I IDENTIFYING INFORMATION

A. Name of Operator:

RCN

MSO Name:

RCN CORPORATION

B. Employment Unit's Mailing Address

196 VAN BUREN STREET

SUITE 300

City

HERNDON

State

VA

Zip Code

20170-

Emp. Unit ID # 11835

Application Purpose New Program Report Amendment to Program Report

Supplemental Investigation Sheet (SIS) Attached

C. County and State in which unit's employment office is located

NORTHAMPTON, PA

D. Category of Respondent (check applicable box)

 Fewer than six (6) full-time employees during the selected payroll period: Complete Sections I, II and V Six (6) or more full-time employees during the selected payroll period: Complete ALL sections of the Form 396-C and the Supplemental Investigation Sheet, if attached

E. Pay Period Covered by this Report (inclusive dates) 09/19/2009 - 10/02/2009

F. Attachments: (See "Exhibit" buttons, below.)

SECTION II COMMUNITY INFORMATION

System Communities Comprising Local Employment Unit

Ident No.	Name of Community	Location (State)	Type
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Review the list of communities served on the previous year's submission and attach as Exhibit A any additions or deletions, using the format noted above.

Exhibit 1

NOTE: APPLICABLE ONLY TO CABLE OPERATORS AND NOT TO OTHER MVPD UNITS.

SECTION III EEO POLICY AND PROGRAM REQUIREMENTS

Check YES or NO to each of the following questions. If answer to any question below is NO, attach as Exhibit B an explanation.

Exhibit 2

1.	Have you complied with the outreach provisions of the FCC's MPVD Equal Employment Opportunity Rule, 47 C.F.R. Section 76.75(b), during the twelve month period prior to filing this form?	<input checked="" type="radio"/> Yes <input type="radio"/> No
2.	Do you disseminate widely your EEO Program to job applicants, employees, and those with whom you regularly do business?	<input checked="" type="radio"/> Yes <input type="radio"/> No
3.	Do you contact organizations, media, educational institutions, and other potential sources of applicants for referrals whenever job vacancies are available in your organization?	<input checked="" type="radio"/> Yes <input type="radio"/> No
4.	Do you undertake to offer promotions to positions of greater responsibility in a nondiscriminatory manner?	<input checked="" type="radio"/> Yes <input type="radio"/> No
5.	To the extent possible, do you seek out entrepreneurs in a nondiscriminatory manner and encourage them to conduct business with all parts of your organization?	<input checked="" type="radio"/> Yes <input type="radio"/> No
6.	Do you analyze the results of your efforts to recruit, hire, promote, and use services in a nondiscriminatory manner and use these results to evaluate and improve your EEO program?	<input checked="" type="radio"/> Yes <input type="radio"/> No
7.	Do you define the responsibility of each level of management to ensure a positive application and vigorous enforcement of your policy of equal employment opportunity and maintain a procedure to review and control managerial and supervisory performance?	<input checked="" type="radio"/> Yes <input type="radio"/> No
8.	Do you conduct a continuing program to exclude every form of prejudice or discrimination based upon race, color, religion, national origin, age, or sex from your personnel policies and practices and working conditions?	<input checked="" type="radio"/> Yes <input type="radio"/> No
9.	Do you conduct a continuing review of job structure and employment practices and maintain positive recruitment training, job design, and other measures needed to ensure genuine equality of opportunity to participate fully in all organizational units, occupations, and levels of responsibility?	<input checked="" type="radio"/> Yes <input type="radio"/> No

SECTION IV ADDITIONAL INFORMATION

You may provide as Exhibit C any additional information that you believe might be useful in evaluating your efforts to comply with the Commission's EEO provisions. There is no requirement to provide additional data or information.

Exhibit 3

Validate

Save

Clear


Menu

SECTION V CERTIFICATION

This report must be certified as follows:

- A. By the individual owning the reporting system if individually owned;
- B. By a partner, if a partnership; or
- C. By an officer, if a corporation or association.

I certify that to the best of my knowledge, information and belief, all statements contained in this report are true and correct.

Signed 	Title Corporate Director, HR
Date 09/29/2009	Name of Respondent Albert A. Williams
Telephone No. (include area code) 7034348275	

WILLFUL FALSE STATEMENTS ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001), AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. CODE, TITLE 47, SECTION 312(a)(1)), AND/OR FORFEITURE (U.S. CODE, TITLE 47, SECTION 503).

FCC/EEO Program Annual Record - Lehigh Valley, PA
Full Time Vacancies Filled - 76.1702(b)(1)
July 15, 2008 through July 14, 2009

FCC Unit ID #	Description	Job Title	Vacancies
11835	Allentown	Production Assistant - PT	1
11835	Allentown	Dispatcher 1	1
11835	Allentown	C1 Direct Sales Rep	1
11835	Allentown	C1 Direct Sales Rep	1
11835	Allentown	CPE Warehouse Technician	1
11835	Allentown	Direct Sales Rep	1
11835	Allentown	Direct Sales Rep	1
11835	Allentown	VP, General Manager	1
11835	Allentown	Sr. C1 Account Executive	1
11835	Allentown	Dispatcher 1	1

FCC Annual Report - Lehigh Valley, PA
 Recruitment Sources Utilized for Vacancies Filled - 76.1702(b)(2)
 July 15, 2008 - July 14, 2009

Name of Source	Address	City	State	Zip	Phone	email	Contact Name
RCN Channel 4	7249 Airport Road	Bath	PA	18014	610-443-2824	Ken.Conrad@rcn.net	Ken Conrad
RCN .COM - Careers	196 Van Buren St.	Herdon	Va	20170	703-434-8275	Albert.williams@rcn.net	Albert Williams
RCN Internal Job Posting / Application Sy	196 Van Buren St.	Herdon	Va	20170	703-434-8275	Albert.williams@rcn.net	Albert Williams
Pa Career Link Job Fair	1601 Union Boulevard	Lehigh Valley	PA	18002	610-841-1174	ispencer@careerlinkv.org	Raymond Spencer
Career Builder Com	200 N. Lasalle	Chicago	IL	60611	773-527-6910	athanasios.kalantzis@careerbuilder.c	Athanasios Kalantzis
RCN Lehigh Valley Mail Kiosk	1491 MacArthur Rd	Whitehall	PA	18052	610-770-6834	N/A	Ken Conrad
Morning Call Newspaper	2124 Ave. C	Bethlehem	PA	18017	610-443-2824	Ken.Conrad@rcn.net	Ken Conrad
RCN Employee Referral Program	101 N. 6th St.	Herdon	PA	18101	610-820-6565	dsunday@mcall.com	Donna Sunday
RCN Former Employees - Rehires	196 Van Buren St.	Herdon	Va	20170	703-434-8275	Albert.williams@rcn.net	Albert Williams
National Career Fairs	2124 Ave. C	Bethlehem	PA	18017	610-443-2824	Ken.Conrad@rcn.net	Ken Conrad
Career Concepts Consulting	1176 W. Horizon Ridge Parkway #100	Herderson	NV	89012	702-818-8892	kevinm@nclairs.com	Kevin McCrea
College Internships	4 Sentry Parkway East	Blue Bell	PA	19422	800-214-7537	dhaneman@coliconsulting.com	Daniel Haneman
	7249 Airport Road	Bath	PA	18014	610-443-2909	Rick.geho@rcn.net	Rick Geho

FCC Annual Report - Lehigh Valley, PA
 Recruitment Source Evaluation - 76.1702(b)(4)
 July 15, 2008 through July 14, 2009

Referral Type	# of Applicants	# of Interviewees	# of Hires
RON Careers Web Site	438	19	1
Job Fairs (, Career Link, Morning Call, National Career Fairs)	20	3	1
Employee Referral	51	11	2
Rehire of Former Employee	5	3	3
RON TV Channel 4	54	2	0
Contractor / Temporary Employee from Agency	6	3	1
RON Payment / Demo Center	11	1	0
External Professional Referrals	3	1	1
Internal Job Posting System	15	12	1
Career Builder Web Site - Job Board	307	13	0
Career Link (PA Employment Centers)	5	0	0
College Board	4	0	0
Other	76	0	0
TOTAL	995	68	10

RCN Corporation - Lehigh Valley, PA
 FCC General Recruitment Report - 76-1702(D)(3)
 July 15, 2008 through July 14, 2009

Outreach Recruiting Efforts	Sponsor	Date	Description
RCN Channel 4	RCN	Ongoing	Run an advertisement on RCN Channel 4 in Lehigh Valley sharing open positions and general advertisement to have candidates go to RCN.com careers and apply for open positions of interest.
Career Link Job Fair	PA Employment Agency - Private Industry Council	9/17/08	Participation in Job Fair to encourage candidates to consider opportunities at RCN.
Career Link Job Fair	PA Employment Agency - Private Industry Council	6/17/09	Participation in Job Fair to encourage candidates to consider opportunities at RCN.
RCN Payment / Demo Center	RCN	Ongoing	Posting / flyer of career opportunities at our payment / demo center in Lehigh Valley.
RCN Kiosk - Lehigh Valley Mall	RCN	Ongoing	Posting of career opportunities at our kiosk at the Lehigh Valley Mall to direct candidates to the RCN Web Page.
Employee Referral Program	RCN	Ongoing	RCN Employee Referral Program to recruit employees to help identify candidates and support diversity in hiring.
College Internships	Kutztown State College	Sept 08 - Dec 08	Provided internship with local colleges for our Local RCN's Channel 4 programming and TV Video productions shown on Kutztown State College.
College Internships	Moravian College	June 09 - Aug 09	Provided internship with local colleges for our Local RCN's Channel 4 programming and TV Video productions shown on Moravian College.
College Internships	Bob Jones University	June 09 - Aug 09	Provided internship with local colleges for our Local RCN's Channel 4 programming and TV Video productions shown on Bob Jones University.
Morning Call / Career Builder Job Fair	Morning Call Newspaper	05/12/09	Participation in Job Fair to encourage candidates to consider opportunities at RCN.
National Career Fair - Philadelphia	National Career Fair	07/13/09	Participation in Job Fair to encourage candidates to consider opportunities at RCN.
Philadelphia Military Career Fair	National Career Fair	03/02/09	Participation in Job Fair to encourage candidates to consider opportunities at RCN.
Hornbryers Super Market Event - Allentown PA	City of Allentown	04/29/09	Flyer at RCN Table asking community members to explore RCN Lehigh Region Job Opportunities at RCN.COM.
Centennial School of Lehigh University - Career Day	Centennial School	04/22/09	Presented at Centennial School Career Day regarding careers in Telecommunications company and at RCN.
Lehigh Valley Home Show	Lehigh Valley Builders Association / Jacks Production	4/3 - 4/5/09	Flyer at RCN Table asking community members to explore RCN Lehigh Region Job Opportunities at RCN.COM.
Buy Lehigh Valley Trade Fair	Lehigh Valley Chamber of Commerce	09/19/09	Flyer at RCN Table asking community members to explore RCN Lehigh Region Job Opportunities at RCN.COM.
Technical Training	RCN	1/7/2009	Training for Technicians to provide troubleshooting skills to prepare technicians for promotion and to pursue other opportunities at RCN.
Technical Training	RCN	3/23/2009	Training for Technicians to provide troubleshooting skills to prepare technicians for promotion and to pursue other opportunities at RCN.
Technical Training	RCN	4/13 - 4/24/09	Training for Technicians to provide troubleshooting skills to prepare technicians for promotion and to pursue other opportunities at RCN.