

**EEO Public Inspection File Report**  
**March 31, 2018**

**Period:** This report covers the period from April 1, 2017 through March 31, 2018.

**Station:** The station included in the Employment Unit covered by this Report is WICU-TV, Erie, PA.

**Vacancy-Specific Recruitment Information:**

During the period covered by this report, the Employment Unit had three vacancies for full-time positions at the station. The following table presents information on those vacancies and the recruitment sources used to fill those vacancies. The alphabetical references in the table regarding recruitment sources refer to the lettered Recruitment Source List attached as Exhibit A to this report.

**Job Vacancies and Recruitment Information**

<b><u>Job Title</u></b>	<b><u>Recruitment Sources Utilized</u></b>	<b><u>Recruitment Sources of Interviewees # of Interviewees</u></b>	<b><u>Recruitment Source of Hire</u></b>
Advertising Sales Executive	k, l, m, n	k-5, l-6	k
Multimedia Journalist	b, d,	e-2, k-1, d-1, b-1	e
Meteorologist	B, b, d, o	B-2, b-1, o-4	b

The following table summarizes the total number of job interviews during the reporting period and the referral sources for those interviewees.

<b><u>Interview Source</u></b>	<b><u>Number of Interviewees referred</u></b>
<a href="http://www.erienewsnow.com">www.erienewsnow.com</a>	1
www.Indeed.com	6
www.TvJobs.com	2
www.Linkedin.com	6
<a href="http://www.facebook.com">www.facebook.com</a>	4
Employee Referrals	2
Frank Magid Associates	2

Total Interviews: 23

### **Employment Unit Outreach Efforts**

The Employment Unit completed the following outreach activities during the reporting period covered by this report:

#### **1. Event Sponsored by Educational Institution.**

On-air personalities made 3 appearances to read to children at several different elementary schools as part of the Read Across America program, which took place in different schools mostly in the Erie School District. The event honors the anniversary of the birthday of Dr. Seuss.

One Multimedia Journalist acts as a mentor for Clarion University. He works with the University's Communication Department. Students reach out to him with any questions they may have about the broadcasting field, resumes, employment and more.

Meteorologist Reed McDonough, and Forecaster John Stehlin attended the Imagination Expo for children. They showed children how they use the green screen and graphics to show the weather. Kids at the event could pretend they were on television giving the weather forecast.

One Anchor was a guest reader at the Achievement Center. The Achievement Center is designed to meet the unique needs of children and adolescents who are experiencing emotional, physical, or behavioral challenges.

Sports Reporter, John Lydic spoke and taught at a Media Workshop at Waynesburg University.

#### **2. Internship Program.**

We had one intern in our Creative Department. He worked closely with commercial production learning how to put together commercials for clients. He interned from July 2017 to September 2017 and was attending Pittsburgh Technical College.

During this time we had twelve students job shadow the News Department. One of the individuals was a reporter from Natio Broadcasting in Kenya. The other individuals were attendees at the following schools:

- McDowell High School
- Denison University

- Erie High School
- Saint Vincent College
- Skills Center
- St Bonaventure University
- Miami University
- Mercyhurst Preparatory School

### 3. **Event Designed to Disseminate Information about Broadcast Careers.**

Sports Reporter, John Lydic spoke to a group of students at Elk Valley Elementary School about broadcast careers. He also spoke to journalism classes at Waynesburg University.

Meteorologist David Wolter spoke to a 2<sup>nd</sup> grade class at Erie Day School. He discussed basic weather terms, weather safety, and what it takes to become a television Meteorologist.

Our General Manager spoke to a group of students at Fairview High School about careers and women in business.

Six group tours were also conducted during the reporting period. These groups included students from the following schools and groups:

- Central Tech High School
- Barber National Institute
- Woodrow Middle School
- Maplewood High School
- Harborcreek High School
- Erie High School

For these group members it is a chance to see a working news operation and learn more about the careers that exist at a television station.

Several employees in the sales, business, and news department attended the 814 Job Fair at the Millcreek Mall.

**Exhibit A**  
**Employment Unit Recruitment Sources**

- A. Erie Times News, 205 West 12 Street, Erie, PA 16354
- B. Frank Magid Associates, One Research Center, Marion, Iowa 52302
- C. Blaine Butler, [butler@emerson.edu](mailto:butler@emerson.edu) – Butler College
- D. Booker T Washington Center – [wjeffress@btwcenter.org](mailto:wjeffress@btwcenter.org)
- E. Duquesne University – [careerservices@duq.edu](mailto:careerservices@duq.edu)
- F. Erie Branch NAACP – [dsmith-frazier@phcse.org](mailto:dsmith-frazier@phcse.org)
- G. Erie County Technical School – [eshaffer@ects.org](mailto:eshaffer@ects.org)
- H. Gannon University – [cdes@gannon.edu](mailto:cdes@gannon.edu)
- I. Grove City College – [career@gcc.edu](mailto:career@gcc.edu)
- J. Hispanic American Council – [aldiorg@hotmail.com](mailto:aldiorg@hotmail.com)
- K. Indiana University of PA (IUP) – [career-services@iup.edu](mailto:career-services@iup.edu)
- L. John Carroll University – [cmarco@jcu.edu](mailto:cmarco@jcu.edu)
- M. Juniata College - [info@juniata.edu](mailto:info@juniata.edu)
- N. Kristine Doppejheuer – [doppelheuer@calu.edu](mailto:doppelheuer@calu.edu)
- O. Slippery Rock University – [lisa.theodorson@sru.edu](mailto:lisa.theodorson@sru.edu)
- P. Mercyhurst College – [bsheridan@mercyhurst.edu](mailto:bsheridan@mercyhurst.edu)
- Q. Penn State Erie – [recruitbehrend@psu.edu](mailto:recruitbehrend@psu.edu)
- R. Penn State New Kensington – [xjs8@psu.edu](mailto:xjs8@psu.edu)
- S. Pittsburgh Technical Institute – [careerservices@pti.edu](mailto:careerservices@pti.edu)
- T. Robert Morris University – [broman@rmu.edu](mailto:broman@rmu.edu)
- U. Saint Francis University – [atercek@francis.edu](mailto:atercek@francis.edu)
- V. Saint Vincent College – [careers@email.stvincent.edu](mailto:careers@email.stvincent.edu)
- W. St. John Fisher College – [mcardin@sjfc.edu](mailto:mcardin@sjfc.edu)
- X. Tri-State Business Institute – [tsbiamissions@tsbi.edu](mailto:tsbiamissions@tsbi.edu)
- Y. Edinboro University – [CareerDevelopment@edinboro.edu](mailto:CareerDevelopment@edinboro.edu)
- Z. University of Pittsburgh @ Johnstown – [jcareers@pitt.edu](mailto:jcareers@pitt.edu)
- a. Washington & Jefferson College – [rcross@washjeff.edu](mailto:rcross@washjeff.edu)
- b. TVJobs – [www.tvjobs.com](http://www.tvjobs.com)
- c. Medialine – [www.medialine.com](http://www.medialine.com)
- d. WICU website - [www.erienewsnow.com](http://www.erienewsnow.com)
- e. Employee referrals
- f. Walk-in applicants
- i. Career Fair
- j. [www.monster.com](http://www.monster.com)
- k. [www.indeed.com](http://www.indeed.com)
- l. [www.linkedin.com](http://www.linkedin.com)
- m. The Jamestown Post-Journal
- n. The Times Observer
- o. www.facebook.com

Note: None of these sources are entitled to vacancy notifications.

