

I. VACANCY LIST

[illegible]

WWBT/WUPV
EEO PUBLIC FILE REPORT
June 1, 2019 - May 31, 2020

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
1	Hampton University Career Center, Hampton, VA 23666 Attn: Ms. Courtney Walker (757) 727-5331	Y	
2	Howard University Career Services, 525 Bryant Street NW, Washington, DC 20059 Attn: Jozanne Douglas (202) 806-7513	N	
3	Norfolk State University 2401 Corprew Avenue, Norfolk, VA 23504 Attn: Nash D. Montgomery (757) 823-8462 http://app.joinhandshake.com	Y	
4	Virginia State University P. O. Box 9410, Petersburg, VA 23806 Attn: Joseph Lyons-Career Services Director (804) 524-5211 jlyons@vsu.edu https://vsu-csm.symplicity.com	Y	
5	NAACP PO Box 25576, Richmond, VA 23260, Attn: Margaret S. Johnson, Secretary (800) 426-2227 www.rvanaacp@gmail.com	Y	
6	Virginia Commonwealth University University Career Center, University Student Commons, Monroe Park Campus, 907 Floyd Avenue, Room 1453, Richmond, VA 23284 Attn: Ms. Julia Bailey bailey@vcu.edu (804) 827-0410 http://app.joinhandshake.com	Y	
7	Virginia Commonwealth University School of Mass Communications, 901 W. Main Street PO Box 842034, Richmond, VA 23284-2034 Attn: Student Services Coordinator (804) 827-3725	Y	
8	Urban League of Hampton Rhodes, Inc. 1300 Thomas Street, Suite F, Hampton VA 23669 Attn: Oneida Cary (757) 224-8085 www.ulhr.org	Y	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Capital Area Training Consortium 1001 N. Laburnum Avenue Suite B, Henrico, VA 23223 Attn: William Seaton III, Business Development Manager (804)226-1941	Y	
10	Virginia Employment Commission 703 E. Main Street, Richmond, VA 23218 (804) 786-1485 www.vawc.virginia.gov	Y	
11	Virginia Association of Broadcasters 250 W. Main Street, Suite 100, Charlottesville, VA 22902 Attn: Christina Sandridge (434) 977-3716 www.vabonline.com	Y	
12	Randolph-Macon College The Edge Center for Personal and Career Development, PO Box 5005, Ashland, VA 3005 Attn: Jessica Majkowycz, Assistant Director of Employer Relations & Internships (804) 752-3227 https://rmc-csm.symlicity.com/employers	Y	
13	University of Richmond Office of Alumni and Career Services, University of Richmond, VA 23173 (804) 289-8139 https://richmond-cms.symlicity.com/employers	N	
14	George Mason College University Career Services Attn: Bernadette Davey (703) 993-2370 https://gmu-csm.symlicity.com	N	
15	James Madison University Career and Academic Planning, Employer Relations and Recruiting Services (540) 568-3597 http://jmu-csm.symlicity.com/employers	N	
16	Old Dominion University 2202 Webb University Center, Norfolk, VA 23529 Attn: Randy Shabro, Associate Director, Employer Programs, Career Development Services (757) 683-4388 http://app.purplebriefcase.com/pbe/mycontent	N	
17	Virginia Tech Smith Career Center, Washington Street & West Campus Drive (mail Code 0128), Blacksburg, VA 24061 Attn: Vickie Earthman (540) 231-6776 https://www.myinterfase.com/vt/employer	N	
18	University of Virginia 300 Gateway Center Parkway, Richmond, VA 23235 Attn: Employee Services Manager (434) 924-8900 https://virginia-csm.symlicity.com/employers	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
19	Longwood University 201 High Street, Farmville, VA 23909 Attn: Teresa Dodson (434) 924-8900 dodson@longwood.edu	N	
20	WWBT/WUPV On-Air Recruitment Advertisement 5710 Midlothian Turnpike, Richmond, VA 23225 Attn: Judy Gibson (804) 230-2720	N	
21	Broadcast Cable Financial Management Association 550 W. Frontage Road, Suite 3600, Northfield, IL 60093, Attn: Jamie Smith (847) 716-7000 www.bcfm.com	N	
22	Richmond Times Dispatch-includes jobs.richmond.com 301 E. Franklin Street, Richmond, VA 23219 Attn: Michelle Gillison (804) 649-6052 Mgillison@timesdispatch.com	N	
23	RTNDA 1600 K Street NW, Suite 700, Washington, DC 20006-2828 Attn: Nicole Newsome (202) 467-5208 NicoleNH@rtnda.org www.rtnda.org	N	
24	B Roll Online Website 227 6 th Street NE, Washington, DC 20002 Attn: Kevin Johnson (757) 535-4459 www.b-roll.net	N	
25	The National Press Photographers Association Job Information Bank Website Linda D. Epstein lepstein@ewrols.com www.nppa.org	N	
26	Society of Broadcast Engineers Scott Jones (317) 253-1640 kjones@sbe.org	N	
27	Gray TV Website 201 Monroe Street, 20 th Floor, Montgomery AL 36104 (334) 206-1416 https://gray.tv/careers#currentopenings	N	1
28	Retail Merchants Association of Greater Richmond 5101 Monument Avenue, Richmond, VA 23230 Attn: Preston Perrin (804) 662-5500	N	
29	Adweek Magazine (AdWeek, BrandWeek & MediaWeek) Liz Reich (646) 654-5310 lreich@adweek.com	N	
30	Spots 'n Dots Emily McKay (800) 978-7635 sales@spotsndots.com	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
31	American Marketing Association (312) 542-9000 www.AMA.jobcontrolcenter.com/hr	N	
32	ECPI Technical College Jeremy D. Johnson, Campus Director of Career Services jdjohnson@ecpi.edu (804) 330-5533 www.ecpi.edu	N	
33	Journalismnext.com Eric Wee (703) 629-0178 eric@mail.journalismnext.com	N	
34	CharlottesvilleHelpWanted.com RegionalHelpWanted.com Eric P. Straus (800) 365-8630 eric@RegionalHelpWanted.com	N	
35	602 Communications/Graeme Newell Sandy Lizik (919) 217-4438 slizik@602communications.com	N	
36	Gray TV Employee	N	9
37	TVJerry.com tvjerry@tvjerry.com	N	
38	Non-Employee Referral	N	
39	TVNewscheck & NewsCheck Paul Greeley (817) 578-6324 paul@newscheckmedia.com	N	
40	South Carolina Broadcasters Association One Harbison Way, Suite 112, Columbia, SC 29212 Attn: Karen Nettles (803) 732-1186 www.scba.net	N	
41	Strayer University 2820 Waterford Lake Drive, Chesterfield, VA 23112 Attn: William Randolph (804) 763-6300	N	
42	Internal Job Posting WWBT/WUPV 5710 Midlothian Turnpike, Richmond, VA 23225 Attn: Judy Gibson (804) 230-2720	N	
43	North Carolina Association of Broadcasters Elizabeth Parker (919) 821-7300 eparker@ncbroadcast.com	N	
44	University of North Carolina Wilmington (910) 962-3174 careers@uncw.edu	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
45	LinkedIn Jobs 2029 Stierlin Coujrt, Mountain View, CA 94043 (650) 687-3600 http://www.linkedin.com	N	
46	VCU Brandcenter Ashley Sommardahl (804) 827-8874 asommardahl@vcu.edu www.brandcenter.vcu.edu	N	
47	Richmond Free Press Cynthia Downing classified@richmondfreepress.com	N	
48	VCU/GrayTV Career Fair	N	
49	Rally Point Brandon Charters (916) 606-8002 brandon.charters@rallypoint.com www.RallyPoint.com	N	
50	Broadcastengineering.com Julie Dahltrom (312) 840-8436 julie.dahlstrom@penton.com	N	
51	HireVeteransFirst.com	N	
52	Indeed.com www.indeed.com	N	4
53	Monster.com Bradley Hamilton (843) 773-7137 bradley.hamilton@monster.com	N	
54	Other sites that scrape postings (Indeed, LinkedIn)	N	1
		N	
TOTAL INTERVIEWEES OVER REPORTING PERIOD			15

WWBT/WUPV
EEO PUBLIC FILE REPORT
June 1, 2019 – May 31, 2020

III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	List each upper level category job opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities	During the reporting period, the station provided notice of all full-time vacancies to the Virginia Association of Broadcasters, the Urban League of Greater Richmond/Hampton, Indeed.com, and the Richmond Chapter of the NAACP, all of which include substantial participation by women and minorities. Station participant: Human Resources Director/EEO Coordinator.
2	Internship Program	June 3, 2019 – July 26, 2019 - Virginia Association of Broadcasters Summer Internship Program – 1 college student from James Madison University and 1 college student from Lincoln University of Pennsylvania participated in an 8 weeks structured internship program in our Marketing and News departments. This program offers undergraduate training in broadcasting related programs to college juniors and seniors. Station participants: Human Resources Director/EEO Coordinator, Production Coordinator/Director, AM & PM Production Managers and the Marketing Manager.
3	Provide training to management level personnel as to methods of ensuring equal employment opportunities and prevent discrimination.	June 20, 2019 – Attended training webinar presented by Gray TV for all their TV stations with speaker Joan Stewart, Attorney at Law, of Wiley Rein, LLP about the FCC's Equal Opportunity Employment Rules and processes. Station participant: Human Resources Director/EEO Coordinator.
4	Participate in Events Sponsored by Community Groups Interested in Broadcast Employment Issues	August 12–16, 2019 – IREX (International Research & Exchanges Board) is an international, nonprofit organization that specializes in global education and

		<p>development that partners with more than 100 countries. Thru this organization, Georgian Media Partnership Program sent a delegation of media personnel including members of TV Pirveli and SK News from the Country of Georgia. They visited WWBT/WUPV to exchange ideas between Georgia and the United States related to the news production process, working inside a newsroom as well as in the field, digital news coverage, marketing and sales. Station participants: VP & GM, Digital Content Director, Digital Sales Manager, News Anchor, Executive Producer, Marketing Director, News Director.</p> <p>February 6, 2020 - A delegation from Media Japan Network, Inc. visited WWBT/WUPV during a US Study Tour for a cultural and business exchange. The mission of the visit was for the Japanese Local TV market to learn how to become more competitive against digital media such as Google, Facebook, Yahoo. They toured the station and met with various department leaders during this visit. Station participants: VP & GM, Digital Content Director, General Sales Manager, Marketing Director, Director of Technology.</p>
5	Outreach Public Service Announcement	<p>WWBT/WUPV announces on-air, on a periodic basis, that the station will send all open position postings to any qualified minority agency upon request:</p> <p>“WWBT NBC12, A Gray Television station is committed to a broad applicant recruiting outreach program in our continuing efforts to represent our diverse community. As part of this effort, we encourage qualified community organizations to become part of our full-time job opportunity notification mailing list. If your organization is interested and you distribute job information or can provide referrals as part of your regular activity, send your request</p>

		to: Human Resources Director, WWBT/WUPV, P. O. Box 12, Richmond, VA 23218.” Station participant: Human Resources Director/EEO Coordinator.
6	Participate in career events sponsored by education institutions relating to broadcast career opportunities	<p>September 19, 2019 – Virginia State University Career Fair – In association with the Virginia Association of Broadcasters, attended this career fair to speak with students about opportunities for careers in Broadcasting at WWBT/WUPV. Also discussed Virginia Association of Broadcasters Summer Internship program. Station participant: Human Resources Director/EEO Coordinator.</p> <p>October 23 & 24, 2019 – Mission Tomorrow RVA – Richmond, VA’s interactive Career Exploration event for 12,000 8th grade students. This event was sponsored by the Richmond Chamber of Commerce. Representatives from WWBT/WUPV helped staff this interactive event where students explored career interests. Discussed careers in Broadcasting. Station participants: Marketing Director, Manager of Audience Development, News Anchors & Reporters, Meteorologists, Graphic Artist, Sales Coordinator, and VP&GM.</p> <p>February 13, 2020 – A student from Virginia State University spent a day shadowing the Human Resources Director to learn about the duties of the HR department at a TV station. Subjects reviewed included recruitment procedures, FCC/EEO guidelines for recruiting at a media company, hiring procedures and other matters relevant to day to day responsibilities in an HR department. Station participant: Human Resources Director/EEO Coordinator.</p>