

WCTV, WSWG, WFXU
EEO PUBLIC FILE REPORT
12.01.2017 – 11.30.2018

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Front Desk Receptionist (2)	1-18	14, 7
News Multi Media Journalist (1)	1-18	13
News Producers (4)	1-18	5, 7,13,14
News Anchor/MMJ (1)	1-18	14
Production Tech Media Producer (3)	1-18	13,14,18
CS Commercial Producer (3)	1-18	7, 13, 14
CS Coordinator (1)	1-18	14

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	Career Source Capital Region-Veterans & WorkForce Plus 325 John Knox Road #102 Tallahassee, FL 32303 and 2525 S. Monroe St., #3A Tallahassee, FL 32301	Y	1
2	Opportunity Services <u>3689 Coolidge Court #5, Tallahassee, FL 32311</u>	Y	0
3	Tallahassee Community College 444 Appleyard Drive Tallahassee, FL 32304	N	0
4	Florida State University College of Communications 356 Dikkenbaugh Tallahassee FL 32306	N	0
5	University of Georgia College of Journalism Athens, GA 30602-3018	N	1
6	Florida A&M University 428 Tucker Hall Tallahassee FL 32399	N	0
7	People Matter/ Indeed.com	N	19
8	Snag A Job People Matter (https://peoplesmatter.com)	N	0
9	Clark Atlanta University 223 James P. Brawley Atlanta, GA 30314	N	0
10	Division of Blind Services 325 W. Gaines Street, Suite 1114Tallahassee, FL 32399	N	0
11	TVJOBS.COM Attention: Mark Holland (E-mail)	N	0
12	Gray Television Corporate Internal Posting	N	0
13	WCTV6.com (Stations Website)	N	13
14	Employee Referrals	N	6
15	Outside Referrals	N	5
16	WCTV Intern	N	0
17	ziprecruiter.com	N	0
18	Linkedin	N	3
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			48

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship program	<p>The stations maintain an on-going Internship Program with Florida State University-Tallahassee, Florida A&M University-Tallahassee, and Valdosta State University-Valdosta, Georgia.</p> <p>These internships are offered for the term of one semester and afford students studying communications the opportunity to achieve practical experience in the field.</p> <p>A total of 27 students interned at the station during the 2018 Spring, Summer, and Fall, semesters. (9) Spring; (8) Summer and (10) in the Fall. Interns work in the News and Production departments.</p>
2	Formal Mentoring Program for Station Personnel	<p>Our Senior Anchor holds training/mentoring session for our beginning MMJ/Anchors. She mentors them, as well as provides guidance as to how to enhance their anchoring skill set.</p>
3	Participate in Events Sponsored by Community Groups Interested in Broadcast Employment Issues	<p>National Association of Black Journalists 8/1/18-8/5/18. An reporter attended the conference that included many speakers, interactive sessions and information. Participation in group and individual discussion about WCTV and broadcasting careers.</p> <p>Media Sales Institute-NABOB 6/4/18-6/14/18 GM/VP attended as a speaker where she went over opportunities at WCTV and WSWG. She taught a session and met with the team.</p> <p>Asian American Journalists Association conference in Houston 8/8/18-8/10/18 Christine Cristobal attended included many speakers, interactive sessions and information. Participation in group and individual discussion about WCTV and broadcasting careers.</p>

4	Co-Sponsor Job Fair with Organizations whose memberships includes Substantial Participation by Women and Minorities.	November 16, 2018 Career Connections: IT, Government & Non Profit Hiring Fair / FSU Turnball Paychecks for Patriots WCTV sponsored Event, which was hosted by Career Source. Attendance was in the hundreds. News and Sales manager attended with interactive booth and talked with prospective candidates about careers in television, and openings at the station.
5	Provide EEO Training to Management Level Personnel	November 12, 2018 all hiring managers attended a refresher meeting where we reviewed the presentation webinar FCC/EEO rules and regulations and best-hiring practices by Joan Stewart from Wiley Rein.
6	Participate in Events or Programs Sponsored by Education Institutions Relating to Careers in Broadcasting	UGA Grady College of Journalism 3/26/18-3/27/18 News Director and hiring news manager attended. Event consisted of Campus visit, mentoring, going over job openings and how to get a job/career. Interviews were done at the time of the event.