

EEO PUBLIC FILE REPORT
For the period of 8-1-2018 through 7-31-2019

The report covers the following employment units:

| <u>Call Sign</u> | <u>Facility</u> | <u>Type of Station</u> | <u>Location</u> |
|------------------|-----------------|------------------------|-----------------|
| WTTW | 10802 | Non-Commercial | Chicago, IL |
| WFMT | 10801 | Commercial | Chicago, IL |
| WYCC | 12279 | Non-Commercial | Chicago, IL |

A. The following is a listing of job vacancies that were filled between 8-1-2018 & 7-31-2019

| <u>Job Title</u> | <u>Date of Opening</u> | <u>Date Filled</u> | <u>Recruitment Source</u> |
|--|----------------------------|--------------------|---------------------------|
| 1. Executive Assistant | 5/3/18 | 8/20/18 | Company Website |
| 2. System Support Specialist | 4/26/18 | 8/27/18 | Website |
| 3. Foundations Manager | 6/27/18 | 8/27/18 | Website |
| 4. Planned Giving Manager | 2/22/18 | 9/10/18 | NPO |
| 5. Data Entry Specialist | 6/15/18 | 10/1/18 | Indeed |
| 6. Sales Account Executive | 7/23/18 | 11/12/18 | Website |
| 7. Sales Account Executive | 7/23/18 | 11/12/18 | Staff Referral |
| 8. Sales Account Executive | 7/23/18 | 1/7/19 | Staff Referral |
| 9. Associate We Developer | 10/10/18 | 1/7/19 | Indeed |
| 10. Director of Marketing | 7/24/18 | 1/9/19 | Indeed |
| 11. Coordinator, On-Air Fund Operations | 1/9/19 | 2/13/19 | NPO |
| 12. Social Media Manager, News | 4/30/18 | 2/18/19 | Indeed |
| 13. General Manager, WFMT | 8/9/18 | 3/1/19 | Staff Referral |
| 14. Digital Content Producer | 4/4/19 | 5/28/19 | Website |
| 15. Manager, On-Air Fundraising | 3/25/19 | 6/3/19 | Staff Referral |
| 16. VP, Chief Financial Officer | 8/24/18 | 7/1/19 | Staffing Agency |
| 17. Chicago Tonight Arts Reporter/Producer | 12/6/18 | 7/15/19 | Staff Referral |

B. The following recruitment sources were faithfully contacted for each of vacancies for full-time jobs listed above.

| <u>Organization</u> | <u>Address</u> | <u>Contact Person</u> | <u>Phone Number</u> |
|---|--|-----------------------|---------------------|
| 1. NAACP | 1140 N. Lamon Avenue, Chicago, IL | Human Resources | 773-261-5890 |
| 2. Operation Push | 930 E. 50th Street, Chicago, IL | Felicia Neal | 773-256-2723 |
| 3. Chicago Urban League National Latino Education Institute | 4510 S. Michigan, Chicago, IL | Trina Whatley | 773-602-3019 |
| 4. Asian Human Services | 2011 W. Pershing Rd., Chicago, IL | Jennifer Sanchez | 773-247-0707 x. 213 |
| 5. Anixter Center | 4820 N. Broadway, 3rd Fl, Chicago, IL | Amanda Jones | 773-293-8119 |
| 6. Mayor's Office (Disabilities) | 2001 N. Cylbourn, 3rd Fl, Chicago, IL | Elizabeth Kaige | 773-248-6500 x. 249 |
| 7. Illinois Ctr for Broadcasting | 121 N. LaSalle St, Ste 1104, Chicago, IL | Lavonzell Paige | 312-746-5743 |
| 8. Chicago Christian Ind. League | 55 W. 22nd Street, #240, Lombard, IL | Dave Cogozzo | 630-916-1700 x.3114 |
| 9. American Women Radio/TV Illinois Dept. of Employment | 2750 W. Roosevelt Road, Chicago, IL | Chris Dwyer | 773-435-8300 |
| 10. Security Northeastern Illinois | 150 E. Huron #825, Chicago, IL | Rebbeca Shiffman | 773-615-5377 |
| 11. Employment Office | 527 S. Wells, Chicago, IL | Angela Rebellon | 312-814-3479 |
| 12. WTTW/WFMT Website | 5500 N. St. Louis Ave, Chicago, IL | Kris Pierre | 773-442-4205 |
| | www.networkchicago.com | Kari Hurley | 773-509-5422 |

In addition, the following organizations were contacted for full-time positions for the Job Titles 1-17 listed above:

| | | |
|----|-------------------------------------|--|
| 13 | Northwestern University | www.northwestern.edu |
| 14 | MediaBistro | www.mediabistro.com |
| 15 | Current | www.current.org |
| 16 | Idealist | www.idealists.org |
| 17 | LinkedIn | www.linkedin.com |
| 18 | NPO.net | www.npo.net |
| 19 | PBS | www.pbs.org |
| 20 | American Fundraising Professionals | www.afpglobal.org |
| 21 | Indeed | www.indeed.com |
| 22 | ZipRecruiter | www.ziprecruiter.com |
| 23 | Dice | www.dice.com |
| 24 | Corporation for Public Broadcasting | www.cpb.org |

C. A total of 90 people were interviewed for these vacancies. The following is a list of the total number of interviewees referred by each recruitment source shown in Section B above:

| <u>Recruitment Source</u> | <u>Number of Candidates</u> |
|-----------------------------|-----------------------------|
| 1. LinkedIn | 7 |
| 2. MediaBistro | 2 |
| 3. Company Website | 30 |
| 4. Staff Referral | 18 |
| 5. Internal Candidate | 3 |
| 6. Idealist | 2 |
| 7. Indeed | 20 |
| 8. Glassdoor | 1 |
| 9. Staffing Agency | 1 |
| 10. NPO | 5 |
| 11. Northwestern University | 1 |

D. The following is a breakdown of the recruitment sources in Section C by each position:

| Position | Linked In | Glass door | Company Website | Staff Referral | Internal Candidate | Idealist | Indeed | Media Bistro | Northwestern | NPO | Staffing Agency |
|---------------------------|-----------|------------|-----------------|----------------|--------------------|----------|--------|--------------|--------------|-----|-----------------|
| Executive Assistant | | 1 | 4 | | | | 1 | | | | |
| System Support Specialist | | | 3 | | | | | | | | |
| Foundations Manager | | | 2 | 1 | | | 1 | | | | |

| | | | | | | | | | | | |
|--|---|--|---|---|---|---|---|---|---|---|---|
| Planned Giving Manager | | | 2 | | | 1 | 2 | | | 4 | |
| Data Entry Specialist | | | 3 | 1 | | | 6 | | | | |
| Sales Account Executive | 2 | | 6 | 7 | | | 1 | | | | |
| Associate Web Developer | 1 | | 3 | | | | 4 | | | | |
| Director of Marketing | | | | | | | 1 | | | | |
| Coordinator, On-Air Fund Operations | 1 | | | | | 1 | 1 | | | 1 | |
| Social Media Manager, News | | | | | | | 2 | | | | |
| General Manager, WFMT | 1 | | | 5 | 1 | | | 1 | | | |
| Associate Digital Content Producer | 2 | | 2 | | | | | 1 | 1 | | |
| Manager, On-Air Fundraising | | | 1 | 2 | | | | | | | |
| VP, Chief Financial Officer | | | | | | | | | | | 1 |
| Chicago Tonight Arts Reporter/Producer | | | 4 | 2 | 2 | | 1 | | | | |

Summary Description of Supplemental Outreach Initiatives

Specify First Initiative:

Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.

Describe activities undertaken to fulfill that initiative:

The Award of the Judy and John McCarter Family Fellowship:

- ❖ Awarded to graduate students, or recent graduates, who are interested in television and radio production, and come from an under-resourced background
- ❖ Applicants are asked to submit a resume and essay indicating their interest
- ❖ The final candidate, will work in Production for either WTTW or WFMT
- ❖ WTTW/WFMT awards one fellowship per year
- ❖ The WTTW McCarter Fellowship was awarded this year to two individuals. The fellowship is for a six month period.

The Award of the WFMT Patner Fellowship:

- ❖ Awarded to college student or recent graduate with demonstrated interest in the arts.
- ❖ Applicants are asked to submit a resume and cover letter expressing qualifications and interest in the fellowship. Applicants must provide writing samples that reflect writing skills in various mediums.
- ❖ The final candidate will work with WFMT Producers and Hosts on content for on-air and the website.
- ❖ The WFMT Patner Fellowship was awarded to two individuals for a three (3) month period.

Specify Second Initiative:

Establishment of an intern program designed to assist members of the community to acquire skills needed for broadcast employment.

Describe activities undertaken to fulfill that initiative:

Television Production Internships

- ❖ For students from participating colleges or universities interested in a career in Broadcasting

For Fall Internships – apply by mid July
For Winter Internships – apply by late November
For Spring Internships – apply by mid February
For Summer Internships – apply by mid April

- ❖ Work in Television Production in one of four areas:

1. Arts & Entertainment
2. Documentaries & Public Affairs specials
3. News and current affairs (Chicago Tonight)
4. Documentaries from Chicago's past

- ❖ Recruitment through company website and announcements made within local colleges and universities specializing in broadcasting
- ❖ Year-round internships are available with the (above) application deadlines
- ❖ Internships are on-going with approximately 57 students participating each year
- ❖ Applicants should contact Leigh Stone, Internship Coordinator at (773) 509-5421

Specify Third Initiative:

Participation in general outreach efforts through job banks, Internet and other similar programs.

Describe activities undertaken to fulfill that initiative:

- ❖ Post available positions with online job banks with a diverse audience.
- ❖ Post all available positions on company website
- ❖ Post available positions with EEO organizations
- ❖ Posting of many positions in community job banks reaching a diverse population
- ❖ Development of relationships with community colleges and universities

Specify Fourth Initiative:

Training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

Describe activities undertaken to fulfill that initiative:

- ❖ Conducted Diversity and Inclusion Training for Managers.