

WTOC-TV
EEO PUBLIC FILE REPORT
December 1, 2018 – November 30, 2019

I. VACANCY LIST

See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hiree
ANCHOR/REPORTER	1-31,33-35,38-39, 41,42,50,56-57,59	#41
DIRECTOR OF TECHNOLOGY	1-31,34-35,36,39,42, 50, 54,56-57, 59	#54
REPORTER/ANCHOR-WEEKEND MORNINGS	1-31,34-35,39,42, 44, 50,54,56-57,59	#44
REPORTER/ANCHOR	1-31,34-35,39,42,50,56,57,59	#30
REPORTER/ANCHOR SPORTS	1-24, 26-31,33-35,38-39,42, 44, 56-57,59	#44
REPORTER/ANCHOR-WEEKEND EVENINGS	1-22,24, 26-35, 38-39, 42, 50, 56-57, 59	#30
PRODUCER	1-24,26-31,33-35,38-39, 40, 42,50,56-57,59	#40
PRODUCER	1-31,34-35,39,42,50,54,56-57,59	#30
MMJ/REPORTER	1-24,26-31,33-35,38-39,42, 43,50,56-57,59, 60	#9, #43
MMJ/REPORTER 2 hires	1-31,34-35,39, 41,42,50,54,56-57,59	#41, #41
SALES ASSISTANT	30, 48, 50 54, 60	#54
DIGITAL PRODUCER	1-31,34-35,40, 42,50,54,56-57,59	#40
PRODUCER	1-31,34-35, 40,42,50,54,56-57,59	#40

[WTOC]
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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 Reporting Period
1	INTERDENOMINATIONAL MINISTERIAL ALLIANCE C/O ROYAL CHURCH OF CHRIST Contact: James Nelson P.O. BOX 2083 SAVANNAH, GA 31402 email: holyspirit622@comcast.net 912-659-9573 Fax: 1-912-233-9694	NO	
2	NAACP CAROL HUNT P.O. BOX 951 SAVANNAH GA 31402 Email: Savnaacp1204@yahoo.com Phone 912-233-4161 FAX: 1-912-233-3088	NO	
3	GEORGIA SOUTHERN UNIVERSITY REED SMITH DEPT. OF COMM ARTS STATESBORO, GA 30460 PurpleBriefcase.com PHONE (912) 478-5702 FAX: 1-912-478-0822	NO	
4	SOUTH CAROLINA EMPLOYMENT SECURITY COMMISSION https://www.sconestop.org/	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
5	BEAUFORT WORKFORCE CENTER BRENT PHILLIPS MICHELLE ADAMS 164 CASTLE ROCK ROAD P.O. DRAWER 1067 BEAUFORT, SC 29906 E-MAIL: BEAUFORT@SCES.ORG BPHILLIPS@SCES.ORG MTHOMAS@SCES.ORG Madams@dew.sc.gov PHONE: 843-524-3351, 843-473-6315 FAX: 843-524-0904 TELCLAIM: 866-831-1724	NO	
6	Hampton Workforce Center Charles Myers 12 WALNUT STREET EAST HAMPTON, SC 29924 EMAIL: Cmyers@dew.sc.gov PHONE: 843-473-6314 FAX: 843-524-0904	NO	
7	GEORGIA DEPARTMENT OF LABOR Employgeorgia.com/employers	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
8	SAVANNAH STATE UNIVERSITY SHAUNCE RILEY DIRECTOR OF CAREER SERVICES P.O. BOX 20254 SAVANNAH GA 31404 RILEYS@SAVSTATE.EDU PHONE: 356-2285, 912-356-2202 FAX: 912-356-2464 HTTPS://SAVANNAHSTATE-CSM.SYMPPLICITY.COM/	NO	
9	UGA DR. CECIL BENTLEY COLLEGE OF JOURNALISM ATHENS GA 30602-3018 PHONE: (706) 542-4993 https://app.joinhandshake.com/	NO	1
10	USC DR. SONYA DUHE JOURNALISM COLLEGE COLUMBIA, SC 29208 PHONE: 803-777-3321 https://app.joinhandshake.com/	NO	
11	SCAD OFFICE OF CAREER PLANNING AND PLACEMENT P.O. BOX 3146 SAVANNAH, GA 31402 https://scad-csm.symplicity.com/employers/index.php?s=home	YES	
12	SSU MASS COMMUNICATIONS TECHNOLOGY COORDINATOR DEPARTMENT OF JOURNALISM AND MASS COMMUNICATIONS manningt@savannahstate.edu . https://app.joinhandshake.com	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
13	ARMY CAREER ALUMNI PROGRAM TRANSITION SERVICES MGR. MICHELLE GAINES ROOM 315 3RD INFANTRY DIVISION FT. STEWART, GA 31314 michelle.y.gaines.ctr@mail.mil PHONE:767-2611, 767-8677 FAX: 912:767-8689	NO	
14	PROJECT WELCOME HOME GALE SKY EDEAWO 12511 LARGO DRIVE SAVANNAH, GA 31419 MAMASKY07@AOL.COM 912-920-9411	YES	
15	FIRST BRYAN BAPTIST CHURCH REVEREND CHRISTOPHER PITTMAN 575 W. BRYAN ST. SAVANNAH, GA 31401 FirstyBryanbaptistchurch@GMAIL.com (912) 232-5526	YES	
16	100 BLACK MEN OF SAVANNAH THOMAS COLEMAN-CO CHAIR OF MENTORING P.O. BOX 14606 SAVANNAH, GA 31416 MENTORING@100BLACKMENS AV.ORG PRESIDENT@100BLACKMENS AV.ORG PHONE: 866-560-8865	NO	
17	EOA OF SAVANNAH ARTHUR BEST, EMPLOYMENT SPECIALIST 618 W. ANDERSON STREET, SAVANNAH, GEORGIA 31415 'ARTB@EOASGA.ORG' WWW.EOASGA.ORG PHONE: (912) 238-2960 FAX: (921) 238-2977	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
18	ATLANTA BROADCAST INSTITUTE JEFF BATTEN Jeff@Completegame.tv	YES	
19	ALABAMA STATE UNIVERSITY DEPARTMENT OF COMMUNICATIONS 915 SOUTH JACKSON STREET LEVI WATKINS LEARNING CENTER/5TH FLOOR/#531 MONTGOMERY, AL 36101-0271 DOKEOWO@ALASU.EDU PHONE: (334) 229-4493 - OFFICE (334) 229-4976 - FAX	YES	
20	UNIVERSITY OF MISSOURI CAREER SERVICES 76 GANNETT HALL UNIVERSITY OF MISSOURI COLUMBIA, MISSOURI 65211 Email Change: mujourcareerservices@missouri.edu https://app.joinhandshake.com PHONE: 573-882-0373	NO	
21	SOUTH UNIVERSITY CAREER SERVICES ADVISOR MOLLY KEATING mkeating@southuniversity.edu	YES	
22	CLARK UNIVERSITY ANDRE MCKINNEY, DIRECTOR 223 JAMES P. BRAWLEY DRIVE ATLANTA, GA 30314 EMAIL: cppc@cau.edu PHONE: 404-880-6701	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
23	FLORIDA STATE UNIVERSITY HEATHER SCARBORO DIRECTOR OF CAREER SERVICES 4100 CAREER CENTER TALLHASSEE, FL 32306 Hscarboro@fsu.edu https://app.joinhandshake.com PHONE: (850) 644-6493 FAX: 850-644-2468	NO	
24	FORT VALLEY STATE UNIVERSITY ROMELDA SIMMONS, DIR. OF CAREER DEVELOPMENT CTR. 1005 STATE UNIVERSITY DR. FORT VALLEY, GA 30130 simmonsr@fvsu.edu Phone: 478-825-6350 Fax: 478-825-6471	NO	
25	MOREHOUSE UNIVERSITY BRIDGET BAGGETT ASSOCIATE DIRECTOR OF CAREER DEVELOPMENT & ENGAGEMENT 830 WESTVIEW DRIVE, S.W. ATLANTA, GA 30314 912-470-639-0723 bridget.baggett@morehouse.edu https://app.joinhandshake.com	NO	
26	NATIONAL ASSOCIATION OF BLACK COLLEGE BROADCASTERS LO JELKS, ADMIN. P.O. BOX 3191 ATLANTA, GA bcrmail@aol.com PHONE: (404) 523-6136 FAX: 404-523-5467	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
27	PAINE COLLEGE ANTHONY HOLLAND, DIR. OF CAREER SERVICES 1235 15TH STREET AUGUSTA, GEORGIA 30901 aewing@mail.paine.edu PHONE: 706.821.8307 FAX: 706-432-0708	NO	
28	UNIVERSITY OF FLORIDA COLLEGE OF JOURNALISM AND COMMUNICATIONS KATRICE GRAHAM KNIGHT CENTER DIRECTOR P.O. BOX 118400 GAINESVILLE, FLORIDA 32611 kgraham@jou.ufl.edu PHONE: 352-392-0466 FAX-352-846-2484	NO	
29	OPERATION OPEN DOORS GOODWILL INDUSTRY Meredith Champagne Director, Workforce Development Mchampagne@goodwillsega.org 7220 SALLIE MOOD DRIVE SAVANNAH, GA 31405	YES	
30	WTOC-TV/Raycommedia/GRAY www.wtoc.com linked to https://careers-raycommedia.icims.com/jobs/search?ss=1&searchLocation=-12794-Savannah AND to https://gray.tv/careers#currentopenings	NO	28
31.	TVjobs.com MARK HOLLOWAY, ADMINISTRATOR P.O. BOX 4116 OCEANSIDE, CALIFORNA, 92052 PHONE: 1-800-374-0119 TVJOBS.COM	NO	2
32.	NATIONAL ASSOCIATION OF HISPANIC JOURNALISTS 1050 Connecticut Avenue NW 10th Floor Washington, DC, 20036, United States of America, PHONE: 888.975.1386	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
33	ASIAN AMERICAN JOURNALIST ASSOCIATION 5 THIRD ST. SUITE 1108 T: 415-346-2051 F: 415-346-6343 http://aaia.org/html/programs_html/programs_jobs.html	NO	
34	MEDIALINE P.O. Box 51909 Pacific Grove California-93950 medialine@medialine.com PHONE: 800-237-8073	YES	
35	MEDIAMATCH http://www.media-match.com/postjob.php	NO	
36	SOCIETY BROADCAST ENGINEERS 9102 NORTH MERIDIAN ST. SUITE 150, INDIANAPOLIS IN 46260. kjones@sbe.org SBE.ORG PHONE: (317) 846-9000 FAX: (317) 846-9120	NO	
37	602 COMMUNICATIONS SANDY LIZIK 4349 E. COLTER STREET PHOENIX, AZ 85018 PHONE: (602) 945-8373 slizik@602communications.com	NO	
38	NATIVE AMERICAN JOURNALISTS ASSOCIATION Rebecca Landsbury rlandsbury@naja.com bpollard@naja.com http://www.naja.org/	NO	
39	TELEVISION/ELECTRONIC ADS CHRISTINE EDWARDS EEO COORDINATOR CEDWARDS@WTOC.COM	NO	
40	INTERNAL POSTING	NO	6
41	EMPLOYEE REFERRAL	NO	8

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
42	GEORGIA ASSOCIATION OF BROADCASTING MACKENZIE LEWIS mlewis@gab.org	NO	
43	JOB FAIR	NO	1
44	WORD OF MOUTH(INCLUDES TALENT AGENCIES, CAREER PLACEMENT)	NO	2
45	CALL IN/WALK IN	NO	
46	NATIONAL ASSOC. OF PRESS PHOTOGRAPHERS ASSOCIATION WWW.NPPA.ORG	NO	
47	CAREERBUILDER www.careerbuilder.com	NO	
48	LINKEDIN	NO	2
49	SPOTS N DOTS www.spotsndots.com	NO	
50	TVB.ORG WWW.TVB.ORG	NO	
51	SAVANNAHJOBS.COM SAVANNAHJOBS.COM	NO	
52	TV NEWS CHECK www.tvnewscheck.com	NO	
53	broadcastingcable.com	NO	
54	INDEED www.indeed.com	NO	3
55	FACEBOOK/TWITTER	NO	
56	PENN STATE GINGER KOWALCHUK COLLEGE RECRUITER DEPT. OF METEOROLOGY 503 WALKER BUILDING UNIVERSITY PARK PENNSYLVANIA-16802-5013 METEOJOBS@METEO.PSU.EDU 814-865-0478	NO	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
57	MISS STATE ALLEN SNOW COLLEGE RECRUITER MAIL:CAREER@CAREER.MSSTATE.EDU DEPARTMENT OF COMMUNICATIONS MISSISSIPPI STATE MISSISSIPPI-39761 PHONE:(662) 325-7952	NO	
58	RICK GEVERS RICK GEVERS & ASSOCIATES RICKGEVERS.COM	NO	
59	MEDIAGIGNOW.COM AUTO POSTED THROUGH BROADCAST1SOURCE.COM	NO	
60	UNPOSTED WEBSITES INCLUDES MONSTER, GLASS DOOR, LINKEDIN, CAREERPAGE, 602, INDEED	NO	3
TOTAL INTERVIEWEES OVER REPORTING PERIOD			56

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	<p style="text-align:center">Internship Program Under the guidance of WTOC News Room and News Production interns helped with the studio production of newscast, helped to produce a newscast, posted to wtoc.com.</p>	<p style="text-align:center">Summer 2019</p> <p>Training and orientation of Broadcast and Journalism students from Georgia Southern University, Valdosta State University, University of Mississippi, Savannah State University, Piedmont college in which they helped in the news, news production, digital and marketing departments and posting on wtoc.com and making online graphics. During this semester, WTOC hosted 6 interns.</p> <p style="text-align:center">Participants: News Operation Content Manager Assistant News Director</p>
2	<p style="text-align:center">Internship Program Under the guidance of WTOC Marketing Producer and host of Savannah Weekend, interns helped with the producing and writing of Savannah Weekend segments. They also assisted on shoots.</p>	<p style="text-align:center">Fall 2018 Winter 2019</p> <p>Training and orientation of Communication students from Georgia Southern University for assistance with The Savannah Weekend feature. During this semester, WTOC hosted 2 interns.</p> <p style="text-align:center">Savannah Weekend Producer/Host Marketing Director</p>

	<p>Internship program</p> <p>Under the guidance of WTOC News Room and News Production interns helped with the studio production of newscast, helped to produce a newscast, posted to wtoc.com.</p>	<p>Fall 2019</p> <p>Training and orientation of a Mass Communication student from Savannah State University in which they helped in the news, news production and digital departments and posting on wtoc.com. During this semester, WTOC hosted 1 intern.</p>
3	<p>Training-Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions</p>	<p>December 1 2018 to November 30 2019</p> <p>WTOC partnered with the US Army's Training With Industry Program which is a cooperative arrangement between the Army and related civilian industries in order to train US Army officers in the management level. The Army Captains we had during this period were in the information outreach (special operations, stationed at Fort Bragg, NC). They observed and participated in station management meetings, sales presentations, marketing hands-on, news, effectively all aspects of a commercial TV station's operations.</p> <p>The Army's Training With Industry (TWI) Program was initiated in response to the Army's critical need for officers with state-of-the-art skills in industrial practices and procedures not available through military or civil education programs. The TWI Program includes training programs which support marketing, public affairs, artificial intelligence, physical security and finance.</p> <p>Once the TWI student is integrated back into an Army organization, they can use this information to improve the Army's ability to interact and conduct business</p>

		<p>with the relative industry. Participants are also exposed to innovative industrial techniques, procedures, etc., which have applicability to, and benefit for, the Army.</p> <p>As a Psychological Operations Officer working within the television broadcast industry, the officer prepares for broadcast operations and marketing for any number of projects and missions that support forward deployed PSYOP operators conducting Military Information Support Operations. The main purpose of a PSYOP operator is to disseminate information to change behavior in an effort to produce the most conducive environment for either military or diplomatic operations. This can vary from promoting community outreach programs in a foreign nation to informing the host nation civilians where to go for humanitarian assistance. Working with WTOC gives the officer an insight on producing audio video products as well as marketing ideas and information.</p> <p>Military Liaisons at WTOC have become an essential part of the WTOC working environment editing promos and shooting show segments.</p> <p>Marketing Department including Marketing Director, Digital Marketing Manager and Marketing Producers News Department including Reporters, Meteorologists Sales Department including Media Sales Consultants, Success Managers, Media Planner and Digital Marketing Manager</p>
4	WTOC Participated in Establishment of training programs for station personnel	<p>December 1 2018-November 30 2019</p> <p>Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for</p>

		<p>higher level positions. The News Content Specialists learn all of the studio/control equipment and write for the internet, plus post. They have also learned how to direct different shows. This also includes Producer Workshops for anyone interested, Investigative/Reporting workshops and one on one time with staff and managers.</p> <p>News Staff</p>
5	WTOC Tours to Elementary, Middle and High School Students	<p>December 1 2018-November 30 2019</p> <p>In-depth tours of the station were given to various school groups during the year. These included meteorology and science classes, Boy Scouts and broadcasting and journalism classes. Some tours included a weather lessons from the meteorologists on hurricanes and other weather-related issues. Other tours included a brief history of the station, a walkthrough of the station showing students the step by step process of how a newscast is put together. Steps shown included the newsroom where pre-production takes place. They were told what the reporters, producers, photographers and Assignment Editor do each day. The students were also shown where special news reports and teases are shot. Also, where the photographers and reporters edit their packages. To make it interactive, the tour guide asked the students different things about the news business. One question included how WTOC receives their news each day. The students were also asked about how the station makes their money. The Tour guide showed the students where commercials were edited, the Master Control Room. Studio Control and the studio. Another interaction included the students reading from the teleprompter and doing pretend weather forecasts on the Chroma Key</p>

6		<p>Wall. Some of the students actually did a newscast for their own broadcasting student news. Each tour ended with the students watching a live newscast that included all the components discussed. The students did ask about careers in broadcasting and what they need to be a broadcaster.</p> <p>Tour Dates: Bluffton Middle School-May 22nd Youth Career Camp and Business-June Innovation Group-June 5th Charles Ellis Montessori Middle Schoolers-September 13th Blessed Sacrament Middle Schoolers-October 16th Claxton High School Journalism Class-October 30th Woodville Tompkins High School Aviation/Meteorology class-November 14th</p> <p>Educational Talent Search middle schoolers- November 15th. This was a group of middle schoolers as part of the Educational Talent Search program at Savannah State University toured the station to learn about broadcast careers. Educational Talent Search prepares students for college.</p> <p>Marketing Producer/Programming Coordinator Anchor Meteorologists Engineer/Director</p>
7	Participation in Community Events sponsored by schools and community.	<p>January 19, 2019 WTOC's Dawn Baker held her annual</p>

		<p>Dawn's Daughter Leadership academy Quarterly session where young women participated in yearlong workshops and matched with a mentor to help them with their career path.</p> <p>Anchor</p>
8	WTOC was represented at a GAB Career Fair at UGA	<p>February 7, 2019</p> <p>WTOC participated in the GAB job fair at UGA for mass communication students. WTOC News staff talked to Journalism and Broadcasting student about possible internships and positions at the station.</p> <p>VP/GM Director Marketing Director</p>
10	Participation in career events sponsored by educational institutions relating to career broadcast opportunities.	<p>February 28, 2019</p> <p>A WTOC anchor was a consultant along in the Diversity in Broadcast Newsrooms-Diversity Guidebook-The professionals Experience (Broadcasting Workshop at the Southern Regional Press Institute at Savannah State University</p> <p>Anchor</p>
11	Participation in Community Events sponsored by schools and community.	<p>March 2, 2019</p> <p>WTOC's Dawn Baker held her Culminating event where 55 10th to 12th graders graduated from the Dawn's Daughter Leadership academy.</p> <p>Anchor</p>

14	Participation in EEO Training	<p>June 20, 2019</p> <p>On June 20, 2019, the following individuals (Christine Edwards, EEO Coordinator/Marketing Producer and Sarah Mancel, receptionist) participated in the above-noted training webinar presented by Joan Stewart of Wiley Rein, LLP to employees of Gray Television Licensee, LLC.</p> <p>EEO Coordinator/Marketing Producer Receptionist</p>
15	Participation in Community Events sponsored by schools.	<p>September 16, 2019</p> <p>WTOC's Chief Meteorologist spoke to students at Coastal Empire Montessori School about weather and showed them the Storm Chaser</p> <p>Chief Meteorologist</p>
16	Participate in Events or Programs Sponsored by Education Institutions Relating to Careers in Broadcasting	<p>October 22, 2019</p> <p>WTOC's Chief Meteorologist participated in Richmond Hill's High School Career Day talking about his career in meteorology.</p> <p>Chief Meteorologist</p>
17	Participate in Events Sponsored by Community Groups Interested in Broadcast Employment Issues	<p>October 25, 2019</p> <p>A group of UGA students toured the station They were from UGA's DiGamma Kappa. DGK, a professional broadcast society and spoke to employees in different roles.</p> <p>News Director</p>
20	WTOC ran EEO Applicant PSA's on monthly basis	<p>December 1, 2018-November 30, 2019</p> <p>WTOC on a monthly basis ran PSA's alerting qualified groups/agencies that they can ask to be added to the station's master list of recruitment sources, and there are traffic logs to document the running of the PSA's.</p>

		<p>WTOC-TV, AN EQUAL OPPORTUNITY EMPLOYER IS DEDICATED TO PROVIDING BROAD OUTREACH REGARDING JOB VACANCIES AT THE STATION. WE SEEK THE HELP OF LOCAL ORGANIZATIONS IN REFERRING QUALIFIED APPLICANTS TO OUR STATION. FOR ORGANIZATIONS THAT WISH TO RECEIVE OUR VACANCY INFORMATION, SHOULD CONTACT CRAIG HARNEY AT WTOC-TV BY CALLING 912-234-1111.</p> <p>EEO Coordinator/Marketing Producer/Programming Coordinator WTOC Traffic Department</p>
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