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List of Full-Time Jobs Filled

For the period of December 1, 2019 – November 30, 2020

<u>Job Title</u>	<u>Department</u>	<u>Date Filled</u>
Director of Foundation Relations & Grants	Marketing	1/2/20
Radio Producer & Journalist	Radio	1/3/2020
News Producer	Radio	1/6/2020
Chief Content Officer	Multi-Content	1/15/2020
VP of Development	Individual Giving	2/4/2020
Development Coordinator	Development	7/29/2020
Assistant Accounting Manager	Finance	9/21/2020
Mid-Level Fundraising Manager	Development	10/12/2020
Chief Financial Officer	Finance	10/12/2020
Digital Writer Editor Producer	News	11/30/2020

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Recruitment Sources Utilized for Full-Time Vacancies

Director of Foundation Relations & Grants						
Internal	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	AJC Online (Monster)	LinkedIn	Current	Association of Women in Communications	Latin American Association	The National Association of Asian American Professionals
Atlanta Association of Black Journalists	Work For Good*					

Radio Producer & Journalist						
Internal	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Current	Georgia Association of Broadcasters	AJC Online (Monster)	LinkedIn	Association of Women in Communications
Latin American Association	The National Association of Asian American Professionals	Atlanta Association of Black Journalists	National Association of Black Journalists*			

* Recruitment source identified that referred hire

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News Producer						
Internal	PBA Website*	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Current	Georgia Association of Broadcasters	AJC Online (Monster)	LinkedIn	Association of Women in Communications
Latin American Association	The National Association of Asian American Professionals	Atlanta Association of Black Journalists	National Association of Black Journalists			

Chief Content Officer						
Internal	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	Current	Georgia Association of Broadcasters	Alliance for Women in Media	LinkedIn*	Association of Women in Communications	Latin American Association
The National Association of Asian American Professionals	Atlanta Association of Black Journalists	National Association of Black Journalists				

* Recruitment source identified that referred hire

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VP of Development						
Internal	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	Greater Public	Current	Georgia Association of Broadcasters	AJC Online (Monster)	LinkedIn*	Association of Women in Communications
Latin American Association	The National Association of Asian American Professionals	Atlanta Association of Black Journalists	National Association of Black Journalists	The Chronicle of Philanthropy	Work For Good	Alliance For Women in Media
The Association of Fundraising Professionals						

Development Coordinator						
Internal*	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Association of Fundraising Professionals	Georgia Association of Broadcasters	AJC Online (Monster)	LinkedIn	Association of Women in Communications
Latin American Association	The National Association of Asian American Professionals	Chronicle of Philanthropy	Georgia Department of Labor	Work For Good		

* Recruitment source identified that referred hire

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Assistant Accounting Manager						
Internal	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Association of Latino Professionals For America	Georgia Association of Broadcasters	Work For Good	LinkedIn*	Association of Women in Communications
Latin American Association	The National Association of Asian American Professionals					

Mid-Level Fundraising Manager						
Internal	PBA Website	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Current (Online)	Georgia Association of Broadcasters	Chronicle	LinkedIn*	Association of Women in Communications
Latin American Association	The National Association of Asian American Professionals	Greater Public	Work For Good	Latin American Association	The National Association of Asian American Professionals	

* Recruitment source identified that referred hire

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Chief Financial Officer						
Internal	PBA Website*	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Association of Latino Professionals For American	Georgia Association of Broadcasters	The National Association of Asian American Professionals	LinkedIn	Work For Good
Latin American Association	Atlanta Association of Black Journalists	National Association of Black Journalists	Association of Women in Communications	National Association of Black Accountants	Georgia Department of Labor	

Digital Writer Editor Producer						
Internal	PBA Website*	VA Atlanta Regional Office	Asian American Resource Center	Fulton Atlanta Community Action Authority	Georgia Hispanic Chamber of Commerce	Briggs & Associates
Public Media Business Association	CPB Jobline	Georgia Association of Broadcasters	The National Association of Asian American Professionals	LinkedIn	Art Institute of Atlanta	Mashable
Latin American Association	Atlanta Association of Black Journalists	National Association of Black Journalists	Association of Women in Communications	National Association of Hispanic Journalists	JournalismNext	

* Recruitment source identified that referred hire

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*A complete listing of sources used for recruitment purposes with specific contact information has been compiled and listed in the section, Recruitment Sources Contact Information.

Recruitment Sources Contact Information

Contact Name	Recruitment Source	Email	Address	City, State, Zip	Phone	Fax	Type
Breanna Minor	Internal	jobs@pba.org	740 Bismark Rd.	Atlanta, GA 30324	678-686-0331	678-553-3026	Internal/ Intranet
Samantha Canuel	PBA.org	scanuel@pba.org	740 Bismark Rd.	Atlanta, GA 30324	678-553-3032	N/A	Internet/ Email
Erik Dunham	CPB Jobline	edunham@cpb.org	401 Nineth Street, NW	Washington, DC 20004	202-879-9671	202-879-9768	Internet
Rhoni Kilby	VA- Atlanta Regional Office	Rhonda.Kilby@va.gov	1700 Clairmont Rd.	Decatur, GA 30033	800-827-1000	404-929-5819	Email
Theresa Austin	Georgia Department of Labor	North_metro_cc@dol.state.ga.us	2943 North Druid Hills Rd.	Atlanta, GA 30329	404-679-5200	404-679-1713	Internet
Michelle Kang	Asian American Resource Center	aarc@aarc-atlanta.org	2855 Rolling Pin Lane	Suwanee, GA 30024	770-270-0663	770-270-0979	Email
Frank Holloway	Fulton Atlanta Community Action Authority	fholloway@bellsouth.net	1690 Chantilly Drive	Atlanta, GA 30324	404-320-0166	404-320-9611	Email
Juanita Rivera	Georgia Hispanic Chamber of Commerce	jrivera@ghcc.org	99 West Paces Ferry, Suite 200	Atlanta, GA 30305	404-929-9998	404-816-9190	Email
Jenny Wickline	Public Media Business Association	info@pmbaonline.org	7918 Jones Branch Drive, Suite 300	McLean, VA 22102	703-506-329	703-506-3266	Email
McKenzie Lewis	Georgia Association of Broadcasters	mlewis@gab.org	6 West Druid Hills Drive NE, Suite 330	Atlanta, Georgia 30329	770-395-7200	770-395-7235	Internet

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Chelle Shell	Work For Good	chelle@workforgood.org	100 Peachtree NW, Suite 1500	Atlanta, GA 30303	1-888-656-6257	404-521-0487	Internet
Emily Lowrey	Current.org	Emily.lowrey@gmail.com	6930 Carroll Ave., Suite 350	Takoma Park, MD 20912	877-745-8776, ext. 1	301-270-7241	Internet
Kina Easterling	Atlanta Journal-Constitution	seasterling@ajc.com	223 Perimeter Center Parkway	Atlanta, GA 30346	404-526-2561	404-526-2550	Email
Lisa Petty	AJCjobs.com (Monster.com)	Lisa.Petty@coxinc.com	223 Perimeter Center Pkwy	NE Atlanta, GA 30346	404-526-2713	978-823-4400	Internet
Marlen Ruiz	Latin American Association	mruiz@thelaa.org	2750 Buford Hwy	Atlanta, GA 30324	404-638-1600	404-638-1806	Internet
Pamela Valenzuela	Association for Women in Communications	info@womcom.org	3337 Duke Street	Alexandria, VA 22314	703-370-7436	703-342-4311	Internet
Kate Niswander	Alliance for Women in Media	kniswnader@allwomeninmedia.org	1760 Old Meadow Rd #500	McLean, VA 22102	703-506-3290	703-506-3266	Internet
Natalia Prakash	National Association of Black Journalists	nabj@nabj.org	1100 Knight Hall, Suite 3100	College Park, Maryland 20742	301-405-0248	301-314-1714	Internet
William Xiong	The National Association of Asian American Professionals	wilxiong@gmail.com	4780 Ashford Dunwoody Rd Suite A, #443	Atlanta, GA 30338	404.409.2471	N/A	Internet
Cheryl Collier	Atlanta Association of Black Journalists	cherylcollier630@gmail.com	223 Perimeter Center Pkwy., 6 th Floor	Atlanta, GA 30346	404-526-7521	N/A	Email
Eric Wee	Journalism Next	eric@journalismnet.com	PO Box 60496	Pasadena, CA 91116	703-629-0178	N/A	Internet

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Melissa Wilson	Chronicle of Philanthropy	display@philanthropy.com	1255 Twenty-Third Street NW	Washington, D.C. 20037	202-466-1230	202-466-2078	Internet
June Fox	Greater Public (DEI)	jfox@deiworksite.org	401 North 3 rd Street, Suite 370	Minneapolis, MN 55401	612-677-1505	612-677-1508	Internet
Hank Markosian	Digital Media Jobs Network	info@digitalmediajobsnetwork.com	N/A	N/A	N/A	N/A	Internet
Nathan Funk	Association of Fundraising Professionals	Nathan.funk@boxwoodtech.com	4300 Wilson Blvd. Suite 300	Arlington, VA 22203	1-866-964-2765 Ext: 2737	1-703-684-0540	Internet
M. Clappe	Society for Broadcasting Engineers	mclappe@sbe.org	9102 North Meridian Street, Suite 150	Indianapolis, IN 46260	317-846-9000	N/A	Internet

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Kevin Olivas	National Association of Hispanic Journalists	nahj@nahj.org	1050 Connecticut Avenue NW 10 th Floor	Washington, DC 20036	202-662-7145	202-662-7144	Internet
Simone Moonsamy	Briggs & Associates	simonembriggs@gmail.com	2300 Holcomb Bridge Rd. Suite 103, #366	Roswell, GA 30076	770-993-4559	770-552-7051	Email
Ashley Fromm	LinkedIn	afomm@linkedin.com	525 W Monroe St #200	Chicago, IL 60661	312-999-4705	N/A	Internet
Alexandra Murphy	Mashable	amurphy@linkedin.com	114 5th Ave (at E 17th St)	New York, NY 10011	646-397-0874	N/A	Internet
Richard Clemmons, Jr	National Society of Black Engineers	info@nsbe.org	205 Daingerfield Road	Alexandria, Virginia 22314	703-549-2207	703-683-5312	Internet
Jenna Murphy	Glassdoor	jenna.murphy@glassdoor.com	300 Mission Street	San Francisco, CA	312-734-1848	331-481-1100	Internet
Phil Upton	Traffic Directors Guild of America	tdgaorg@gmail.com	6000 Avenida Aeropuerto Bldg. 114	San Juan Capistrano, CA 92675	(949) 429-7063	N/A	Email

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Total Number of Interviewees and Total Number of Interviewees Referred by Each Recruitment Source

Listed are those sources for which interviewees were referred and actually interviewed.

Referrals (Referred by Station Employees)	3
PBA (Website).....	12
PBA (Internal).....	3
LinkedIn.....	69
Indeed.com.....	10
CPB Jobline.....	4
Work for Good.....	11
National Association of Black Journalists.....	1
Total # of Interviewees	113

Description of Supplemental Outreach Initiatives

PBA Internship Program

The Public Broadcasting Atlanta internship program enables High School students, College Students (regardless of classification), and recent graduates of universities to gain real world experience in the world of broadcasting. As interns, students or recent graduates will work in a specified area of their interest. The experience that our internship program provides (depending on the area for which a student may participate in) can be in the form of: research, journalism, administrative, technical, professional, writing, etc. to be used for school credit or not. Internships are offered throughout the year and lasts no longer than a 9 month period.

Methods of recruitment are as follows:

- **Posting Internship opportunities on local colleges and university campus websites.**
- **Emailing/Faxing internship opportunities to local college and universities.**
- **Contacting employment services/departments within local colleges and universities.**
- **Posting opportunities on PBA website.**

Interns must complete the application process, show some experience in desired area of interest as a skill requirement in order to be considered for an open internship. The application, along with a resume and references, need to be submitted to PBA. The application will be evaluated by the Manager of the department that the applicant is applying for. After a round of interviews, the PBA Manager will select the best candidate(s) to receive an internship based on the eligibility requirements and qualifications.

Internship Report: There were 9 interns during this reporting period.

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Career/Internship/Volunteer Fairs

Events Sponsored by Educational Institutions	Date
Spring 2020 Clark Atlanta University Spring Career Fair Contact: Carmen Jones Phone: 404-880-6780 Attendee(s): Kenneth Brown, <i>Chief People Officer</i> & Breanna Minor, <i>Human Resources Assistant</i>	February 7, 2020
Spring 2020 Douglas High School's Junior Achievement Academy (Hosted by PBA) Contact: TeCori Elder-Scott Phone: 253-680-9817 Attendee(s): Hosted by Public Broadcasting Atlanta Employees at PBA's Studio	February 12, 2020
Fall 2020 UGA Virtual Fall Career & Internship Fair Contact: LeAnn Golob Phone: 706-542-8429 Attendee(s): Kenneth Brown, <i>Chief People Officer</i> & Breanna Minor, <i>Human Resources Assistant</i>	September 30, 2020
Fall 2020 Kennesaw State University Fall All Majors Virtual Job & Internships Fair Contact: Erin Stapleton Phone: 470-578-2792 Attendee(s): Kenneth Brown, <i>Chief People Officer</i> & Breanna Minor, <i>Human Resources Assistant</i>	October 13, 2020

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Co-Sponsored Career Fair(s)

Date

Spring 2020 UGA Grady College Career Fair February 13, 2020
Co-sponsorship with the Georgia Association of Broadcasters
Contact: Garrett Chapman
Phone: 770-395-7200
Attendee(s): Kenneth Brown, Sr. VP of Human Resources & Breanna Minor, Human Resources Assistant

List of each Upper-Level Opening in a Job Bank or Newsletter of a Media Trade Group with a Broad-Based Membership, including Participation of Women and Minorities.

All upper-level positions during the reporting period were listed with professional trade organizations with substantial minority and female participation, as shown in the recruitment listings above.

Provided training to management level personnel on methods of ensuring equal employment opportunity and prevent discrimination.

All management received training on preventing harassment in the workplace.