

EEO PUBLIC FILE REPORT						
New Mexico PBS-TV, Albuquerque, New Mexico						
June 1, 2013- May 31, 2014						
Full-Time Positions Filled						
Number Hired	Job Title	Requisition Number	Date Filled	Referral Source of Applicant Hired	Recruitment Sources Used to Fill Vacancy (list recruitment sources that are entitled to notification*)	Number Interviewed
1	TV Transmission Engineer	819418	6/13/2013	UNM	University of New Mexico Jobbing.com HigherEdJobs.com CPB Job Line PBS Connect Society of Broadcast Engineers	2
1	General Manager	819271	7/1/2013	UNM	University of New Mexico Jobbing.com HigherEdJobs.com CPB Job Line Current Livingston Associates	5
1	Web Designer	820360	6/19/2013	UNM	University of New Mexico Jobbing.com HigherEdJobs.com	2
1	TV Producer Director	820829	11/27/2013	UNM	University of New Mexico Jobbing.com HigherEdJobs.com CPB Job Line PBS Connect Current TVJobs.com NETA	3
1	Professional Intern (Editor)	820969	8/19/2013	UNM	University of New Mexico Jobbing.com HigherEdJobs.com	3

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1	TV Broadcast Operator	820810	8/12/2013	UNM	University of New Mexico Albuquerque Journal Jobing.com HigherEdJobs.com PBS Connect	3
1	Director of Content	821237	10/1/2013	UNM	University of New Mexico Jobing.com HigherEdJobs.com PBS Connect	5
1	Multi Media Assistant	820992	9/9/2013	Indeed.com	University of New Mexico Jobing.com HigherEdJobs.com	5
1	Sales Manager	822375	10/29/2013	UNM	University of New Mexico Jobing.com HigherEdJobs.com	1
1	Marketing Manager	823025		UNM	University of New Mexico Albuquerque Journal Jobing.com HigherEdJobs.com CPB Job Line PBS Connect Current	3
1	Acct Exec/Broadcast Media	822831	1/13/2014	UNM	University of New Mexico Jobing.com HigherEdJobs.com CPB Job Line PBS Connect NETA	3

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1	Development Assistant	823969	4/14/2014	UNM	University of New Mexico Jobing.com HigherEdJobs.com	7	
1	TV Transmission Engineer	823025	4/2/2014	UNM	University of New Mexico Albuquerque Journal Jobing.com HigherEdJobs.com CPB Job Line PBS Connect Society of Broadcast Engineers	2	

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**Information Regarding Recruitment Sources Contacted for Full-Time Vacancies**

No.	Name & Address of Organization	Contact Name	Telephone Number	Entitled to Notification
1	University of New Mexico Human Resource Services Albuquerque, New Mexico 87131	Natasha Arnold	505-277-5805	Yes
2	Albuquerque Journal 7777 Jefferson St. NE Albuquerque, NM 87109	Ad placed via UNM HR		
3	Jobing.com	Ad placed via UNM HR		No
4	HigherEdJobs.com	Ad placed via UNM HR		No
5	CPB Jobline	<a href="http://www.cpb.org/jobline">www.cpb.org/jobline</a>	505-277-5645	No
6	PBS Connect Job Board	<a href="http://www.Connect.pbs.org">www.Connect.pbs.org</a>		No
7	Current The Newspaper about Public Television and Radio 1612 K St NW suite 704 Washington DC	Loreal Lynch	301-270-7240 ex 36	No
8	Society of Broadcast Engineers	Scott Jones <a href="http://www.sbe.org/sections/jobs_online.php">http://www.sbe.org/sections/jobs_online.php</a>	317 846 9000	No
9	TVJobs.com		<a href="http://www.tvjob.com">www.tvjob.com</a>	No
10	Livingston Associates	Julie Anderson	<a href="mailto:julie@livingstonassociates.net">julie@livingstonassociates.net</a>	No
11	NETA	Maryanne Schuessler	<a href="mailto:maryanne@netaonline.org">maryanne@netaonline.org</a>	No

TV Transmission Engineer- Recruitment sources 1, 3, 4, 5, 6, 8 used  
General Manager- Recruitment sources 1, 3, 4, 5, 7, 10 used.  
Web Designer-Recruitment sources 1, 3, 4 used.  
TV Producer Director- Recruitment sources 1, 3, 4, 5, 6, 7, 9, 11 used.  
Professional Intern-Recruitment Sources 1, 3, 4 used  
TV Broadcast Operator-Recruitment sources 1, 2, 3, 4, 6 used  
Director of Content-Recruitment sources 1, 3, 4, 6 used.  
Multi Media Assistant- Recruitment sources 1, 3, 4 used.  
Sales Manager-Internal Departmental Posting-Recruitment sources 1, 3, 4 used.  
Marketing Manager-Recruitment sources 1, 2, 3, 4, 5, 6, 7 used  
Acct Exec/Broadcast Media-Recruitment sources 1, 3, 4, 5, 6, 11 used  
Development Assistant-Recruitment sources 1, 3, 4 used  
TV Transmission Engineer- Recruitment sources 1, 2, 3, 4, 5, 6, 8 used.

<b>EEO PUBLIC FILE REPORT</b> <b>"Prong 3"</b> <b>New Mexico PBS Long Term Recruitment Initiatives</b> <b>June 1, 2013 - May 31, 2014</b>		
<b>No.</b>	<b>Description of Initiative</b>	<b>Scope of Employment Unit's Participation</b>
1	<u>Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.</u> <u>The establishment of an internship program was developed by New Mexico PBS by recruiting local area college students as part-time employees. As student employees, they acquire skills in broadcasting by receiving specific training in various station operations. In many instances following graduation, students that have remained as employees during their academic years become either a mainstay of New Mexico PBS or plan on moving to other broadcasting organizations.</u>	New Mexico PBS exposes students to the broadcasting environment and provides real-life on-the-job training to potential students in their field. New Mexico PBS has 12 students from June 1, 2013 through May 31, 2014. Casey Curtiss is an intern working with Michael Kamins, Executive Producer in editing and production support.
2	<u>Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.</u> According to UNM University Business Policies and Procedures Manual on Career Development (Policy #3260.3), station personnel are encouraged to participate in some form of career development which consist of continuous occupational and/or professional education and training to maintain expertise, and/or participate in the career ladder program to provide for planned progression within the same position.	New Mexico PBS personnel are capable of advancing in their careers. Personnel within different departments at New Mexico PBS attend classes at UNM and CNM. Also key personnel attend seminars and workshops to enhance their current positions.
3	<u>Sponsorship of at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting. Mentoring programs are done through the Albuquerque Public School system conducted each year. New Mexico PBS provides positions for up to four high school students to work and train in television. During summer seasons, interested students from local area high schools are recruited and given the opportunity of acquiring skills in television broadcasting.</u>	New Mexico PBS provides real-life on-the-job training to high school students. Bill Pinnell, Marketing and Communications conducted tours. Bill Pinnell, Marketing and Communications conducted tours on the following dates– Los Lunas High School, media class (20), April 17, 2013 Sandia Learning Center (20), June 19, 2013 and a Home School group (6), June 19, 2013. He also toured groups of Tiger Cub throughout the year—February 5, 9 and 17, 2013, March 5, 2013, April 8 and 17, 2013.
4	<u>Providing training to management level personnel on methods of ensuring equal employment opportunity and preventing discrimination. The management at New Mexico PBS can participate in training offered by the University of New Mexico Office of Equal Opportunity. Training OEO in following areas ensuring equal employment opportunity and preventing discrimination are available to management level personnel by going to the UNM site: <a href="http://www.unm.edu/~oeounm/train.html">http://www.unm.edu/~oeounm/train.html</a></u>	New Mexico PBS management is in compliance with university policies regarding equal opportunity.

**EEO PUBLIC FILE REPORT**

**"Part 3"**

**New Mexico PBS Long Term Recruitment Initiatives  
June 1, 2013-May 31, 2014**

**Name and Titles of Station Personnel Involved in Initiatives:**

Franz Joachim, General Manager & CEO

Karen Mann, Director of Finance & Administration

Jim Gale, Director of Engineering

Theresa Spencer, Director of Development

Dan Zillich, RF Systems Manager

Suzanne Kembel, Broadcast Operations Manager

Mike Snyder, Broadcast Technical Services Manager

Joan Rebecchi, Director of Content

Michael Kamins, Executive Producer

Kevin McDonald, Production Manager