

WAMU (FM) Facility ID 65399 Washington, DC

EQUAL EMPLOYMENT OPPORTUNITY PUBLIC INSPECTION FILE REPORT

FULL TIME JOB VACANCIES FILLED BY STATION
FROM **May 1, 2012 TO May 31, 2013**

CAN BE FOUND: WAMU-FM PUBLIC FILE and at WWW.WAMU.ORG

1. Total number of full-time vacancies filled during the year: 34
2. Total number of interviewees for all full-time vacancies during the year: 103

Job Vacancies Filled During Annual Reporting Period

1. Title of Full Time Job Filled: **Broadcast Technician**

Date Position Filled: **May, 29, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ____ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

2. Title of Full Time Job Filled: **Account Manager**

Date Position Filled: **June 11, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ____ Number of Interviewees referred: 3

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

3. Title of Full Time Job Filled: **Assistant to the General Manager**

Date Position Filled: **June 11, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

4. Title of Full Time Job Filled: **WAMU Director of Campaigns**

Date Position Filled: **June 25, 2012**

Recruitment sources used: **Chronicle of Philanthropy, Public Radio Association of Development Officers (PRADO), DEI, Association of Fundraising Professionals, Current.org, The NonProfit Times, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Association of Fundraising Professionals**

Referred hire? Y X N ___ Number of Interviewees referred: 2

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

5. Title of Full Time Job Filled: **Account Manager**

Date Position Filled: **July 2, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

6. Title of Full Time Job Filled: **Senior Producer**

Date Position Filled: **July 23, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

7. Title of Full Time Job Filled: **Assistant Director of Development, Leadership Giving, WAMU**

Date Position Filled: **July 23, 2012**

Recruitment sources used: **Idealist, Current.org, Public Radio Association of Development Officers (PRADO), DEI, LinkedIn, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

8. Title of Full Time Job Filled: **Receptionist**

Date Position Filled: **August 4, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

9. Title of Full Time Job Filled: **Senior Producer**

Date Position Filled: **August 6, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

10. Title of Full Time Job Filled: **Member Service Associate**

Date Position Filled: **August 6, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 3

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

11. Title of Full Time Job Filled: **Gifts Specialist**

Date Position Filled: **August 6, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 4

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

12. Title of Full Time Job Filled: **National Account Manager**

Date Position Filled: **August 15, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

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The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

13. Title of Full Time Job Filled: **Corporate Marketing Coordinator**

Date Position Filled: **August 27, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

14. Title of Full Time Job Filled: **Account Manager**

Date Position Filled: **August 27, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 3

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

15. Title of Full Time Job Filled: **Traffic Specialist**

Date Position Filled: **August 28, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ____ Number of Interviewees referred: 2

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

16. Title of Full Time Job Filled: **Help Desk Specialist, WAMU**

Date Position Filled: **September 10, 2012**

Recruitment sources used: **Monster, ComputerJobs, Washington Post, Career Builder, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Indeed**

Referred hire? Y X N ____ Number of Interviewees referred: 4

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

17. Title of Full Time Job Filled: **Coordinator, Institutional Giving**

Date Position Filled: **September 17, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ____ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

18. Title of Full Time Job Filled: **Gifts Specialist**

Date Position Filled: **September 17, 2013**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ____ Number of Interviewees referred: 4

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

19. Title of Full Time Job Filled: **Account Manager**

Date Position Filled: **October 1, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ____ Number of Interviewees referred: 2

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

20. Title of Full Time Job Filled: **Help Desk Specialist, WAMU**

Date Position Filled: **October 22, 2012**

Recruitment sources used: **Monster, ComputerJobs, Washington Post, Career Builder, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Friend or Relative (Not AU Employee)**

Referred hire? Y X N ____ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

21. Title of Full Time Job Filled: **Web Producer, WAMU**

Date Position Filled: **October 29, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

22. Title of Full Time Job Filled: **News Anchor / Host**

Date Position Filled: **October 29, 2012**

Recruitment sources used: **Journalism Jobs, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

23. Title of Full Time Job Filled: **Managing Producer**

Date Position Filled: **November 26, 2012**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

24. Title of Full Time Job Filled: **Network Systems Administrator**

Date Position Filled: January 8, 2013

Recruitment sources used: **Chronicle of Higher Education, Washington Post, Idealist, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Washington Post**

Referred hire? Y X N ___ Number of Interviewees referred: 3

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

25. Title of Full Time Job Filled: **Producer**

Date Position Filled: **January 22, 2013**

Recruitment sources used: **Journalism Jobs, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

26. Title of Full Time Job Filled: **Reporter**

Date Position Filled: **February 18, 2013**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 3

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

27. Title of Full Time Job Filled: **Coordinator, Gifts Administration**

Date Position Filled: **April 27, 2013**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 3

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

28. Title of Full Time Job Filled: **Member Services Associate, WAMU**

Date Position Filled: **April 29, 2013**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ___ Number of Interviewees referred: 2

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

29. Title of Full Time Job Filled: **Web Producer**

Date Position Filled: **April 29, 2013**

Recruitment sources used: **Journalism Jobs, AU website, Inside Higher Ed, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Journalism Jobs**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

30. Title of Full Time Job Filled: **Director of Marketing and Communication, WAMU**

Date Position Filled: **April 29, 2013**

Recruitment sources used: **Current.org, Indeed, Public Relations Society of America, American Marketing Association, Linked In, Idealist, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Public Relations Society of America**

Referred hire? Y X N ___ Number of Interviewees referred: 14

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

31. Title of Full Time Job Filled: **Senior Developer, WAMU**

Date Position Filled: **April 30, 2013**

Recruitment sources used: **LinkedIn, Dice Inc., New Organizing Institute, Clovis Group, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

32. Title of Full Time Job Filled: **Senior Developer**

Date Position Filled: **April 30, 2013**

Recruitment sources used: **LinkedIn, Dice Inc., New Organizing Institute, Clovis Group, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **Clovis Group**

Referred hire? Y X N ___ Number of Interviewees referred: 5

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

33. Title of Full Time Job Filled: **National Account Manager**

Date Position Filled: **May 1, 2013**

Recruitment sources used: **AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Announcement**

Referred hire? Y X N ____ Number of Interviewees referred: 1

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

34. Title of Full Time Job Filled: **Planned Giving Manager**

Date Position Filled: **May 28, 2013**

Recruitment sources used: **Association of Fundraising Professionals, LinkedIn, Current.org, Partnership for Philanthropic Giving, DEI, National Capital Gift Planning Council, AU website, HERC Mid-Atlantic, Diverse Issues in Higher Education, StudentAffairs.com, DC Networks, HigherEdJobs, Bowie State University, George Mason University Career Center, Montgomery College, Corporation for Public Broadcasting, University of Maryland Career Center.**

The source that referred the successful applicant: **American University Employee**

Referred hire? Y X N ____ Number of Interviewees referred: 4

Contact Person: Carey Needham

Address: 4400 Massachusetts Avenue, NW, Washington, DC 20016-8082

Phone: 202-885-1245

Contact name and location information for each recruitment source

Contact Person/Title	Source	Address	Telephone	Website
Online Source	American Marketing Association	311 South Wacker Drive, Suite 5800 Chicago, IL 60606	312-542-9000	www.marketingpower.com
Elizabeth Nelson, Recruiter	American University	4400 Massachusetts Avenue NW Washington, DC 20016	202-885-3557	jobs.american.edu
Online Source	Association of Fundraising Professionals	4300 Wilson Boulevard, Suite 300 Arlington, VA 22203	703-684-0410	www.afpnet.org
Human Resource Manager	Bowie State University	14000 Jericho Park Road Bowie, MD 20715	301-860-3450	www.bowiestate.edu
Kristy Cavaligos, Account Executive	Career Builder	200 North LaSalle, Suite 110 Chicago, IL 60601	800-891-8880	www.careerbuilder.com
Online Source	Chronicle of Higher Education	1255 Twenty-Third Street NW Washington, DC 20037	202-466-1000	www.chronicle.com
Online Source	Chronicle of Philanthropy	1255 Twenty-Third Street NW Washington, DC 20037	202-466-1000	www.philanthropy.com
Account Executive	Clovis Group	13100 Columbia Pike Silver Spring, MD 20904	888-925-6847	www.clovistechnology.com
Online Source	ComputerJobs	1995 North Park Place, Suite 425 Atlanta, GA 30339	800-850-0045	www.computerjobs.com
Jobline Coordinator	Corporation for Public Broadcasting	401 Ninth Street NW Washington, DC 20004-2129	202-879-9600	www.cpb.org/jobline
Kathleen Unwin, Advertising Director	Current.org	6930 Carroll Avenue, Suite 350 Takoma Park, MD 20912	877-745-8776	www.current.org
Online Source	DC Networks	4058 Minnesota Avenue NE Washington, DC 20019	202-724-7000	www.dcnetworks.org
Online Source	Dice, Inc.	12150 Meredith Drive Urbandale, IA 50323	800-979-3423	www.dice.com
June Fox, DEI Station and Business Relations	DEI	401 North Third Street, Suite 370 Minneapolis, MN 55401	612-677-1505	www.deiworksite.org
Online Source	Diverse Issues of Higher Education	10520 Warwick Avenue, Suite B-8 Fairfax, VA 22030	703-385-2981	www.diversejobs.net
Human Resource Manager	George Mason University Career Center	4087 University Drive Fairfax, VA 22030-4444	703-993-1000	www.gmu.edu
Human Resource Manager	HERC-Mid Atlantic	4501 North Charles Street Baltimore, MD 21210	410-617-1650	www.midatlanticherc.org
Online Source	HigherEdJobs	1010 Lake Street, Suite 611 Oak Park, IL 60301	708-848-4351	www.higheredjobs.com
Online Source	Idealist	302 Fifth Avenue, 11th Floor New York, NY 10001	646-786-6886	www.idealist.org
Nicholas Rie, Account Executive	Indeed	177 Broad Street, 6th Floor Stamford, CT 06901	203-653-5220	www.indeed.com
Online Source	Inside Higher Ed	1320 Eighteenth Street NW, 5th Floor Washington, DC 20036	202-659-9208	www.insidehighered.com
Online Source	Journalism Jobs	72 Plaza Drive, 2nd Floor Berkeley, CA 94705	510-653-1521	www.journalismjobs.com
Tamer Shamma, Account Executive	LinkedIn	350 Fifth Avenue New York, NY 10118	212-592-0256	www.linkedin.com
Online Source	Monster	622 Third Avenue, 39th Floor New York, NY 10017	800-666-7837	www.monster.com
Director of Student Employment Services	Montgomery College	20200 Observation Drive, SA 122 Germantown, MD 20876	240-567-6908	www.montgomerycollege.edu
Online Source	National Capital Gift Planning Council	2001 Jefferson Davis Highway Suite 1004 Arlington, VA 22202	703-416-0060	www.ncgpc.org

Online Source	New Organizing Institute	1133 Nineteenth Street NW, Suite 850 Washington, DC 20036	202-559-7500	www.neworganizing.com
Online Source	Partnership for Philanthropic Giving	233 McCrae Street, Suite 300 Indianapolis, IN 46225	317-269-6274	www.pppnet.org
Jonathan Coke, Listserv Committee Chair	Public Radio Association of Development Officers (PRADO)	PO Box 642530 Pullman, WA 99164-2530	402-557-2558	www.pradoweb.org
Online Source	Public Relations Society of America	33 Maiden Lane, 11th Floor New York, NY 10038-5150	212-460-1400	www.prsa.org
Online Source	StudentAffairs.com	41 Crossroads Plaza, Suite 221 West Hartford, CT 06117	860-502-9412	www.studentaffairs.com
Online Source	The NonProfit Times	201 Littleton Road, 2nd Floor Morris Plains, NJ 07950	973-401-0202	www.thenonprofittimes.com
Human Resource Manager	University of Maryland Career Center	3100 Hornbake Library, South Wing College Park, MD 20742	301-314-7225	www.careercenter.umd.edu
Online Source	Washington Post	1150 Fifteenth Street NW Washington, DC 20071	202-334-4100	www.washingtonpost.com

EEO Supplemental Recruitment Activities

1) Hosting at least one job fair.

American University (AU)'s Career Center held its biannual Job & Internship Fair. The event connected recruiters from more than 100 corporations, non-profit organizations, and government agencies with more than 1,200 students and alumni from AU.

WAMU and AU staff participation in this fair: **Berta Najera, Carey Needham, Marissa Oakley, and Ganiat Harris.**

American University, in conjunction with the Consortium of Universities of the Washington Metropolitan Area and D.C. Department of Employment Services, held a Path2Work job fair. The event included 9 universities, including AU, and promoted the hiring of DC residents at local higher education institutions.

AU staff participation in this fair: **Elizabeth Nelson, Cathleen Williams, Marissa Oakley, and Jami Krengel.**

2) At least one job fair with business or professional organizations whose members include substantial number of woman and minorities.

Examples include: Congresswoman Eleanor Holmes Norton's 15th Annual Job Fair, NAACP Executive Diversity Job Fair in Washington, DC, D.C. Department of Employment Services Diversity Job Fair, LatPro Diversity Job Fair, D.C. Department of Employment Services Veteran's Job Fair, RecruitMilitary Job Fair, and Latinos for Hire Diversity Job Fair.

3) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level of positions.

American University provides employees (including WAMU) with opportunities to attend relevant training programs and seminars through their respective departments. In addition, staff members of American University receive a comprehensive educational benefit program. Employees are able to pursue academic learning in their area of interest or career path.

4) Listing each upper level job opening in a job bank or media newsletter that reaches substantial numbers of women and minorities.

All positions are listed on a monthly basis with the D.C. Department of Employment Services for referrals of qualified applicants. The university has maintained a relationship with D.C. Department of Employment Services for several years and continues to use its services as a resource to increase diversity efforts.

5) Training management personnel in methods to ensure equal employment opportunities and prevent discrimination.

American University is firmly committed to the principle of equal employment opportunity. The university recognizes that the implementation of such a policy requires constant effort and

supervision. In order to ensure equal employment opportunity and prevent discrimination, managers are trained in several areas of EEO. Managers receive training on a range of issues such as federal and state employment laws, legal and illegal interview questions, and preventing discrimination in the workplace. In addition, all staff and managers attend Workplace Harassment Prevention Training to create an environment free of harassment and discrimination.

The University has made efforts to identify sources to actively increase the diversity of its workforce and ensure equal employment opportunities in the workplace.

1. Minority and female, as well as male employees, are actively encouraged to refer applicants to our organization.
2. The University has made efforts to identify sources to increase the diversity of its applicant flow by attending specific job fairs targeting women and minorities.
3. Minority colleges and universities are used as recruitment sources.
4. Private organizations and referral agencies such as National Association for Equal Opportunity in Higher Education, Office of Disability Employment Policy, and Greater Washington Urban League, are used as recruitment sources.
5. The University advertises with the D.C. Department of Employment Services for qualified applicants.
6. The University places advertisements for available positions in various minority publications such as *Diverse Issues in Higher Education*.
7. Minority and/or women employees routinely serve as members on the screening teams for applicant search.
8. American University provides an orientation program for all new employees to inform them of the equal employment opportunity policies, promotional opportunities, and ways to alleviate any problems that might arise.

All personnel having part in the selection process have the opportunity to receive ongoing EEO training.