



WVPT-DT, Staunton, Virginia
 WVPY-DT, Front Royal, Virginia

EEO PUBLIC FILE REPORT
June 1, 2013 – May 31, 2014

Positions filled and recruitment sources used as part of the process:

Position	Sources Sent To	Hiree Source
Major Donor Officer	17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 41, 42, 43, 44, 47	47
Membership Manager	17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 41, 42, 43, 44, 46, 47	*Other

Total interviewees for full-time positions: 7
 Number of Interviewees by Recruitment Source: #7

RECRUITMENT SOURCES

#	Recruitment Source	Contact	Address	Phone
1	Daily News Record <i>(circulation app 33,000)</i>	www.dnronline.com	P.O. Box 193 231 Liberty Street Harrisonburg VA 2280	540/574-6210
2	The News Virginian <i>(circulation app 9,000)</i>		544 W. Main Street Waynesboro VA 22980	540/886-3400 540/932-3553
3	The News Leader <i>(circulation app 19,000)</i>	www.newsleader.com	POB 59 Staunton VA 24402	540/885-7387 540/213-9143 f-540/885-8779
4	The Daily Progress <i>(circulation app 32,000)</i>	Classified Dept	POB 9030 Charlottesville VA 22902	434/978-7202
5	The Washington Post	Contact assigned on placement	1150 15 th St NW Washington DC 20001	202/334-4100
6	USA Today	Contact assigned on	7950 Jones Branch Drive	703/854-3400

		placement	McLean VA 22108	
7	Winchester Evening Star	Classified Dept	2 N. Kent Street Winchester VA 22601	540/667-3200 ext-248
8	Northern Virginia Daily	Classified Dept	North Holiday Street Strasburg VA 22657	800/296-5137 ext-173
9	Richmond Newspapers	Classified Dept	20 Franklin St Petersburg, VA 23803	804/524-9723
10	The Roanoke Times	Classified Dept	201-209 Campbell Ave Roanoke VA 24016	540/981-3211 540/981-3411 f-540/981-3365
11	Current	Classified Dept	1612 K. St NW suite 704 Washington DC 20006	202/463-7055 ext- 36
12	Broadcasting and Cable Magazine	Classified Dept	1627 K St NW Washington, DC 20006	202/293-5361
13	PBS	JobPostings		
14	CPB Jobline	JobPosting	901 E. Street NW Washington DC 20004	202/393-1045
15	VA Association of Broadcasters	www.vabonline.com	630 Country Green Ln. Charlottesville, VA 22902	434-977-3716
16	National Association of Broadcasters -	www.nab.org	1771 N Street NW Washington, DC	202-429-5498
17	Virginia Employment Commission	www.valleywork.com	1909A East Market St. Harrisonburg, VA 22801	540/434-2513
18	*Working Women's Forum	President	Rt 2 Box 44 New Market VA 22844	
19	John Mann U. Methodist Church	Office Manager	119 E. Cork Street Winchester VA 22601	540/667-7774
20	Howard University	Career Development Dept	2400 6 th Street NW Washington DC 20059	202/806-7513 f- 202/462-4267
21	James Madison University	http://www.formsite.com/jmufinaid/jld_posting/	Harrisonburg VA 22807	540/568-6555
22	James Madison University	www.jmu.edu/aacd/inter viewing/employers/postaj ob.htm	Harrisonburg, VA 22807	540-568-6229
23	James Madison University	Sylvia Whitney sylvia@bbbshr.org	Hispanic Services Council Harrisonburg, VA 22807	
24	Blue Ridge Community College	Student Services Coordinator careers@brcc.edu	POB 80 Weyers Cave 24486	540-234-9261
25	Mary Baldwin College	sena@mbc.edu	New & Frederick Street Staunton VA 24401	540-887-7221
26	Eastern Mennonite	Hellen Nafziger	1200 Park Rd	540/432-4000

	University	nafzigh@emu.edu	Harrisonburg VA 22802	540/432-4131
27	Bridgewater College	ocs@bridgewater.edu	Office of Career Services 402 East College St. Bridgewater, VA 22812	540-8285371
28	Radford University	Student Services Coordinator	East Main St. Radford, Va. 24142	540/831-5000 540/831-5373 f-540/831-5374
29	Lord Fairfax Community College	Student Services Coordinator	173 Skirmisher Lane Middletown, VA 22645	1-800-906- 5322 Ext-7160
30	Virginia Commonwealth University	Broadcast Media Placement fax: 804-828-2660	910 W Franklin St. Richmond, VA 23284	804/828-1645 804/828-7299
31	Washington & Lee University (NAACP office)	barnesk@WLU.edu	W&L University POB 5122 Lexington VA 24450	540/458-8730
32	National College of Business & Technology	Barbara Carson- Campbell bcarson- campbell@ncbt.edu	51B Burgess Rd. Harrisonburg, VA 22801	540-432-0943
33	George Washington University	www.gwired.gwu.edu/ca reer	Career Center 1922 F St. NW Washington, DC 20052	202-994-6495
34	Norfolk State University	careerservices@nsu.edu	Mass Comm. 700 Park Ave. Norfolk, VA 23504	757-823-8330
35	Old Dominion University	Andrea Harrell aharrell@odu.edu	Career Mgt 2202 Webb Center Norfolk, VA 23529	757-683-4388
36	Virginia Tech	Betsy McCoy betsy.mccoy@vt.edu	Blacksburg, VA	540-231-8089
37	Mass VO Tech	jwest@rockingham.K12. va.us	325 Pleasant Valley Rd Harrisonburg, VA 22801	540-434-5961
38	West Virginia University	http://simpleforms.scripts .wvu.edu/journals/postajo b/	School of Journalism, PO Box 6201 Morgantown WV 26506	
39	Broadcasting Institute of Maryland	nb@bim.org	7200 Harford Rd. Baltimore MD 21234	434-254-2770
40	TVjobs	www.tvjobs.com		
41	WHSV TV3	Tina Wood www.whsv.com	50 North Main St. Harrisonburg, VA 22802	540-433-9191
42	*CSB School of	Campus Coordinator	2170 Crystal Plaza Arcade #28	703/415-7600

	Broadcasting	jobs@gocsb.com	Arlington VA 22202	
43	WVPT.net	Donna Meyerhoeffer	847 MLK JR Way Harrisonburg VA 22801	540/434-5391
44	WVPT internal posting	Donna Meyerhoeffer	847 MLK Jr Way Harrisonburg VA 22801	540/434-5391
45	SBE.org	Society of Broadcast Engineers	9102 N Meridian St, Suite 150 Indianapolis IN 46260	317/846-9000
46	WVPT on-air promotion	Chris Sease	847 MLK Jr Way Harrisonburg VA 22801	540437-5391
47	Association of Fundraising Professionals	Kathy B. Sarver sarverK@jmu.edu	James Madison University MSC 4401, 2002 Alumni Drive Harrisonburg, VA 22807	540-568-3440

*Other – word of mouth from a station employee

WVPT/WVPY broadcasts, periodically, 15-second announcements notifying the public that organizations that recruit job seekers may request the station include them on its outreach referral list. In the above list of recruitment sources, we have placed an asterisk (*) next to any source that has requested notifications.

Supplemental Outreach Initiatives:

In addition, the WVPT employment unit engages in outreach activities that help provide information about opportunities in broadcasting not related to specific job openings.

Category/Description	Contacts/Time Period/WVPT Contact
<p>Intern Program</p> <p>Information flyer for year-round program.</p> <p>Interns gain hands-on experience in many of the facets of broadcast operations, such as production of taped and live shows, marketing and development and corporate communications</p> <p>Three students from James Madison University worked in the following departments: Creative Services/Production.</p>	<p>Distributed to: James Madison University, Harrisonburg, VA; University of Virginia, Charlottesville, VA; Eastern Mennonite University, Harrisonburg, VA; Mary Baldwin College, Staunton, VA; Bridgewater College, Bridgewater, VA; Lord Fairfax Community College, Winchester, VA; Blue Ridge Community College, Meyers Cave, VA, Radford University, Radford, VA</p> <p>Email contact with schools before the semesters.</p> <p>Supervised by Production Manager</p>
<p>Federal Work Study Program</p> <p>One student from James Madison University worked in Development</p>	<p>1 student–James Madison University, Harrisonburg, VA</p> <p>Supervised by Membership Manager</p>
<p>Career/Job Fair(s)</p> <p>During the WVPT 2013 June Kid’s Book Festival we spoke with interested</p>	<p>Discussion by Tony Mancari, VP Engineering and COO to those interested.</p>

<p>individuals regarding “careers in broadcasting.” Our display provided pictures of jobs being performed in master control, studio, sales, and administration. A laptop was available on-site to review the Virginia Association of Broadcasters website showing jobs currently available in the state.</p>	
<p>Business Fair(s)</p> <p>WVPT continues to host the annual Business After Hours for non-profits presented by the Chamber of Commerce in Harrisonburg.</p>	<p>Discussion by Tony Mancari, VP Engineering and COO, John Harper, Engineering Manager, and George Lilly, Creative Services Manager to those interested. Several local volunteers and interns have joined in our training program seeking careers in Public Broadcasting.</p>
<p>Community Tours</p> <p>Toured the studio and technical operations and broadcast operations centers with three community groups and three Scout groups. Offered volunteer and intern information to groups.</p>	<p>Cub Scout Troops interested in TV Broadcasting as a career</p> <p>Provided by various staff members</p>
<p>WVPT staff engineer/production development</p> <p>Engineering staff/production staff cross train in aspects of master control and taped/live studio productions Training allows staff to increase job knowledge and be promoted from within</p>	<p>Year-round Supervised by: Tony Mancari, WVPT Chief Operations Officer on behalf of The Society of Broadcast Engineers</p> <p>Direct hands on Managers: John Harper, Engineering Manager George Lilly, Corporate Creative Services Manager</p>
<p>Goodwill Industries Goodwill Program</p> <p>WVPT provides assistance to this unaffiliated non-profit organization interested in broadcast employment opportunities. We train and enable them to better refer candidates for broadcast positions</p>	<p>June 1, 2012 - May 31, 2013</p> <p>2 individuals trained at 30 hours per week.</p> <p>Supervised by Tony Mancari, COO and Donna Meyerhoeffer Executive Assistant to President & GM.</p>

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WVPT / WVPY Outreach Report June 1, 2013 - May 31, 2014

Since the effective date of the new EEO rules, the WVPT/WVPY employment unit has undertaken a number of measures to achieve broad and inclusive outreach in disseminating information throughout the community it serves about specific station employment opportunities, as well as about broadcasting in general. The employment unit has engaged in more than the suggested supplemental outreach effort required for the employment unit for this time period.

As reflected in the Annual EEO Public File Reports charts below, the employment unit routinely utilizes a wide assortment of recruitment sources to disseminate widely the notice of full-time job vacancies to qualified applicants. The employment unit often has promoted specific job openings through local newspapers, including the Daily News-Record, Harrisonburg (circulation 33,000); The News Leader, Staunton (circulation 18,600); The News Virginian, Waynesboro (circulation 8,800), and The Daily Progress, Charlottesville (circulation 32,000). These newspapers enjoy broad circulation-as noted above-in the television market served by the employment unit, insuring broad reach for the notifications throughout the area.

To achieve greater exposure and inclusion, the station routinely disseminates information about specific vacancies to many different outreach or job bank services. Outreach notifications go, for example, to a number of local educational institutions, including James Madison University, Eastern Mennonite University, Radford University, Mary Baldwin College, Bridgewater College, and Blue Ridge Community College and Lord Fairfax Community College. A variety of local groups and organizations also receive announcements, including the Virginia Employment Commission, Working Women's Forum, Rotary Club and various local churches and civic organizations. Furthermore, for production or engineering positions, WVPT uses popular Internet websites of special interest to those considering careers in broadcasting, including PBS Connect, The Society of Broadcast Engineers, and CPB job line. To encourage participation in the station's job notification program, WVPT periodically broadcasts 15-second announcements notifying the public that organizations recruiting job seekers may request the station include them on its outreach referral list.

During the past twelve months WVPT has supervised 2 interns in developing skill sets within non profit television broadcasting from James Madison University. We have also employed two under the Goodwill Industries Employment Program preparing each of them for a future or transition within broadcasting. WVPT annually participates in the various Christmas Parades in different cities for our licensed broadcast coverage area. We also annually partner with the Regional Chamber of Commerce Non Profit Fair titled Business after Hours (BAH) offering tours of the WVPT Studios and team member presentations of the various career job opportunities available within Broadcasting and Public Media.