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March 23, 2020

**VIA THE WHNT PUBLIC INSPECTION FILE**

EEO Staff, Policy Division  
Media Bureau  
Federal Communications Division  
445 Twelfth Street, SW  
Washington, DC 20554

**Re: EEO Audit Response  
Tribune Broadcasting Company II, LLC  
FRN: 0022824668  
WHNT-TV, Huntsville, AL, FAC ID 48693  
WHDF(TV), Florence, AL, FAC ID 65128<sup>1</sup>**

Dear Sir or Madam:

Tribune Broadcasting Company II, LLC<sup>1</sup> ("TBC"), licensee of WHNT-TV, Huntsville, Alabama, FAC ID 48693, hereby responds to the February 6, 2020 letter (the "EEO Audit Letter") from Lewis C. Pulley, Assistant Chief, Policy Division, Media Bureau, Federal Communications Commission, which stated that the WHNT-TV station employment unit ("SEU") had been randomly selected for an audit of its EEO program. WHDF(TV), Florence, Alabama, FAC ID 65128, and WHNT-TV are commonly owned and operated and constitute a single station employment unit (the "SEU") as of September 2019.<sup>2</sup> As such, the instant letter serves a collective response for the above referenced stations.

**3(a). Provide the SEU's two most recent EEO Public File Reports and the SEU's web address.**

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<sup>1</sup> TBC is a wholly owned subsidiary of Tribune Media Company, which in turn is a direct wholly owned subsidiary of Nexstar Broadcasting, Inc. ("Nexstar"). As the Commission is aware, and as a result of a recent merger, Nexstar acquired Tribune Media Company and its subsidiary licensees, and their related licenses including but not limited to WHNT-TV, as of September 19, 2019. See FCC File No. BTCCDT-20190107ACB. Following the merger, WHDF(TV), Florence, Alabama, FAC ID 65128, licensed to Nexstar, and WHNT-TV became an SEU. Therefore, this response, which discloses details about WHNT-TV's recruiting program for the prior two years provides information on WHNT-TV's EEO recruiting program for December 1, 2017 – November 30, 2018, and the WHNT/WHDF SEU recruiting program for December 1, 2018 – November 30, 2019.

<sup>2</sup> Id.



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Response: A copy of the WHNT-TV Annual EEO Public File Report for the period December 2017 through November 2018 (Exhibit 1.1) and the SEU (WHNT-TV/WHDF(TV)) Annual EEO Public File Report for the period December 2018 through November 2019 (Exhibit

1.2) are attached. Each report was posted timely to WHNT-TV's website <https://whnt.com/>. WHDF(TV) does not maintain a separate website. The date of each full-time hire is noted on each EEO public file report.

**3(b). For each SEU full-time position filled during the period covered by the above EEO public file reports provide dated copies of all advertisements, bulletins, letters, faxes, e-mails, or other communications announcing the position. Include copies of all job announcements sent to any organization (identified separately from other sources) that has notified the SEU that it wants to be notified of SEU job openings.**

Response: No new entities have requested that the SEU notify it of all job openings during the reporting period. There is one organization on the SEU's recruiting list that has consistently received all job vacancy notices during the two years included in this response. Copies of the notices for each job opening listed in the public file reports and the list of recruiting sources utilized for each opening are attached as Exhibit 2.1 (2017 – 2018 Report) and 2.2 (2018 – 2019 Report).

**3(c). Provide the total number of interviewees for each vacancy and the referral source for each interviewee for all full-time SEU vacancies filled during the period covered by the above-noted EEO public file reports.**

Response: This information is provided in the EEO public file reports included in Exhibit 1.1 and Exhibit 1.2.

**3(d). Provide documentation of SEU's recruitment initiatives during the periods covered by the above-noted EEO public file reports. Specify the SEU personnel involved in each such recruitment initiative. Also, provide the total number of full-time employees of the SEU and state whether the population of the market in which any station included in the SEU operates is 250,000 or more. Based upon these two factors, determine and state whether the SEU is required to perform two or four initiatives within a two-year period.**

Response: There are currently 90 full-time employees of the SEU, and the population of the Huntsville, Alabama market is more than 250,000. Accordingly, the SEU is required to perform four (4) initiatives during each two-year period. Attached as Exhibit 3.1 (2018 report) and 3.2 (2019 report) is documentation demonstrating performance of the SEU's recruitment initiatives identified in the EEO public file reports. Station personnel involved in the initiatives are noted in the reports and supporting documentation.



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**3(e). Disclose any pending or resolved complaints involving the Station filed during the Station's current license term before any body having competent jurisdiction under federal, state, territorial or local law, alleging unlawful discrimination in the employment practices of the SEU on the basis of race, color, religion, national origin, or sex.**

Response: With regard to WHNT-TV, an EEOC complaint, citing The American with Disabilities Act, Case No. 420-2017-00954, was filed on February 9, 2017. The case was dismissed on November 29, 2017. With regard to WHDF(TV), an employment discrimination complaint was filed with the Illinois Department of Human Rights on July 19, 2019 (Charge No. 2019SF2596). The complaint was settled in October 2019.

**(f). In accordance with Section 73.2080(b), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the responsibilities of each level of Unit management responsible for implementing Unit EEO policies and describe how the Unit has informed employees and job applicants of its EEO policies and program.**

Response: The SEU's General Manager ("GM"), all SEU department heads, each of whom report to the GM, and SEU middle managers, each of whom report to the department heads are trained on the SEU's EEO policies, including EEO hiring obligations. Said training is refreshed on a regular basis. The SEU's department heads and middle managers are responsible for informing all employees and applicants of the SEU's EEO policies. A copy of the SEU's EEO/Affirmative Action Policy Statement is displayed in the employee break room and other common areas of the station.

The SEU's EEO policy is stated on each job application, which indicates that the SEU/Nexstar considers applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital status or veteran status. That same policy is displayed prominently in the SEU's employee handbook, distributed to each employee and available online through our employee web portal.

The SEU periodically broadcasts an announcement containing the SEU's EOE statement and asking local organizations to contact the station if they would like to receive job vacancy notifications. A copy of this script is included in this response material as Exhibit 4.

**(g). In accordance with Section 73.2080(c)(3), from the first day of the Station's current**



**WHNT NEWS 19 | WHNT2 | Antenna TV | whnt.com | Mobile Apps**

license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze its EEO recruitment program to ensure that it is effective and to address any problems found as a result of such analysis.

Response: In addition to the efforts undertaken as part of the preparation of the SEU's Annual EEO Public File Report, the SEU also audits the employee personnel files on a regular basis to conduct a review of persons hired to ensure that the SEU has an effective EEO recruitment program. The results of the review are internally discussed with the GM and all department heads in an effort to modify the program and implement improvements as necessary.

**(h). In accordance with Section 73.2080(c)(4), from the first day of the Station's current license term (or the date the licensee became the owner, if after that date) until the date of this letter, describe the Unit's efforts to analyze periodically its measures taken to examine pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that they provide equal opportunity and do not have a discriminatory effect. If the Unit has one or more union agreements, describe how the Unit cooperates with each union to ensure EEO policies are followed for the Unit's union-member employees and job applicants.**

Response: The SEU's benefits and seniority practices are established at the parent/corporate level by Nexstar and, therefore, are not subject to discriminatory practices. When positions are open at the SEU, job announcements are posted in the SEU's break room on the employee bulletin board and posted on Nexstar's internal intranet. This ensures that any employee has the opportunity to apply for a promotion or transfer to another department. Nexstar policy requires that all employees receive an annual performance review and pay increases may be awarded based on performance. Additionally, the GM periodically reviews the SEU's processes to ensure that its practices are adequate and nondiscriminatory.

Further, the Nexstar policy regarding equal employment opportunity contains an express provision aimed at nondiscrimination in promotion and advancement opportunities for current employees. Nexstar encourages all employees to realize their full potential and endeavors to promote from within and accommodate requests for transfers; therefore, when there is an opening within the company, internal candidates who have the right qualifications will be considered first. Decisions to promote or transfer are based on an employee's entire employment record, including skills, performance, cooperation with colleagues, efficiency, attendance record, experience, responsiveness to internal and external customers, disciplinary record and safety record. It is the goal of this policy that these special considerations will increase the retention of our experienced employees as an expression of Nexstar's commitment to every employee's personal growth and development and help us to meet the development needs of the company.

**3(i). Religious Broadcasters.** Not applicable.



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**4. Time Brokerage.** Not applicable.

Should you have any questions regarding the foregoing information, please contact our attorney, Christine Reilly at (972) 764-6721.

Sincerely,

A handwritten signature in black ink, appearing to read "Stan Glantz".

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Vice President & General Manager

**EXHIBIT 1.1**  
**(2017 – 2018 EEO Report)**

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

Nexstar is an equal opportunity employer and considers applicants for all positions without regard to race, color, gender, national origin, age, religious creed, disability, marital status, pregnancy, sexual orientation, veteran status, citizenship or any other characteristic protected by law.

## 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
Digital Sales Coordinator Open Date: 11/2/2017 (Job ID: 57808) Hire Date: 1/8/2018	2, 4-7, 9, 11, 13, 15-16, 20-27, 29-30, 34-43	20
Sales Assistant Open Date: 11/8/2017 (Job ID: 57942) Hire Date: 1/8/2018	2, 4-7, 9, 11-13, 15-16, 18, 20-27, 29-30, 34-43	11
Account Executive Open Date: 11/17/2017 (Job ID: 58264) Hire Date: 3/12/2018	2, 4-7, 9-10, 13, 15-16, 21-27, 29-30, 34-43, 45	45
Reporter/MMJ Open Date: 12/21/2017 (Job ID: 59036) Hire Date: 5/1/2018	2, 4-7, 9-11, 13, 15-16, 21-27, 29-31, 34-43, 46	37
Reporter/MMJ Open Date: 1/5/2018 (Job ID: 59299) Hire Date: 3/12/2018	2, 4-7, 9, 11, 13, 15-16, 21-27, 29-31, 34-38, 40-43, 46	31
Digital Sales Coordinator Open Date: 1/30/2018 (Job ID: 60177) Hire Date: 3/26/2018	2-7, 9, 13, 15-16, 20-30, 32, 34-38, 40-43, 46	16
Receptionist Open Date: 3/21/2018 (Job ID: 61630) Hire Date: 4/30/2018	2, 4, 6-7, 9, 11, 13, 15-16, 21-27, 29, 34-37, 40-43, 46	16
Reporter/MMJ Open Date: 3/28/2018 (Job ID: 62268) Hire Date: 7/9/2018	2-4, 6-7, 9, 13, 15-16, 21-27, 29, 33-37, 40-43, 45-46	33
Sports Anchor/Reporter Open Date: 3/30/2018 (Job ID: 61900) Hire Date: 6/26/2018	2, 4, 6-7, 9, 11, 13, 15-16, 21-27, 29, 34-37, 40-43, 46	37
Producer Open Date: 4/27/2018 (Job ID: 62644) Hire Date: 6/4/2018	2-4, 6-7, 9, 13, 15-16, 19, 21-27, 29, 34-37, 40-43, 45-46	19
Director Open Date: 5/2/2018 (Job ID: 62886) Hire Date: 5/28/2018	1-4, 6-7, 9, 11, 13, 15-17, 21-27, 29, 34-37, 40-43, 46	17
Reporter/MMJ Open Date: 5/29/2018 (Job ID: 63660) Hire Date: 10/9/2018	2, 4, 6-9, 13, 15-16, 21-27, 29-30, 34-37, 40-43, 46	8



**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

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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
Photographer (NE) Open Date: 6/1/2018 Hire Date: 6/7/2018 (Job ID: 63808)	2, 4, 6-7, 9, 13, 15-17, 21-27, 29-30, 34-37, 40-43, 46	17
Executive Producer, Digital Open Date: 6/1/2018 Hire Date: 7/9/2018 (Job ID: 63983)	2, 4, 6-7, 9, 11, 13, 15-17, 21-27, 29-30, 34-37, 40-43, 46	17
MMJ/Reporter Open Date: 6/13/2018 Hire Date: 7/9/2018 (Job ID: 64157)	2, 4, 7, 9, 11, 13, 15-16, 21-27, 29-30, 34-37, 40-43, 46	11
Account Executive Open Date: 6/20/2018 Hire Date: 8/27/2018 (Job ID: 64355)	2-4, 7, 9, 13, 15-18, 21-27, 29-30, 34-37, 39-43, 45-46	17
Producer, Digital Content Open Date: 7/10/2018 Hire Date: 7/16/2018 (Job ID: 64884)	2-4, 7, 9, 13, 15-16, 21-27, 29-30, 34-37, 40-43, 45-46	45
Production Technician Open Date: 7/17/2018 Hire Date: 8/16/2018 (Job ID: 65134)	2-4, 7, 9, 11, 13, 15-17, 20-27, 29-31, 34-37, 40-43, 46	17
Sales Assistant Open Date: 8/7/2018 Hire Date: 9/17/2018 (Job ID: 65822)	2-4, 7, 9, 13, 15-16, 21-27, 29-30, 34-37, 40-42, 46	16
Graphic Designer Open Date: 8/14/2018 Hire Date: 10/15/2018 (Job ID: 65970)	2, 4, 7, 9, 13, 15-16, 21-27, 29-30, 34-37, 40-42, 46	37
Digital Content Producer Open Date: 10/1/2018 Hire Date: 10/22/2018 (Job ID: 67220)	2, 4, 7-9, 11, 13, 15-16, 22-27, 29, 34-37, 40-42, 46	11
Reporter/MMJ Open Date: 10/9/2018 Hire Date: 11/20/2018 (Job ID: 67384)	2, 4, 7, 9, 11, 13-16, 22-27, 29, 34-37, 40-42, 44-46	14



**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
1	Agency Referral	N	1
2	Alabama Broadcasters Association 2180 Parkway Lake Drive Hoover, Alabama 35244 Phone : 2059825001 Url : <a href="http://al-ba.com/wp2/post-job-openings-2/">http://al-ba.com/wp2/post-job-openings-2/</a> Email : <a href="mailto:lrice@al-ba.com">lrice@al-ba.com</a> Lesa Rice	N	0
3	Alabama State University 915 South Jackson St. Montgomery, Alabama 36195 Phone : 3342294156 Url : <a href="https://www.alasu.edu">https://www.alasu.edu</a> Jeremy Hodge Manual Posting	N	0
4	Alabama State University 915 S. Jackson Street Montgomery, Alabama 36104 Phone : 334/229-4493 Url : <a href="http://www.alasu.edu">http://www.alasu.edu</a> Email : <a href="mailto:dokeowo@alasu.edu">dokeowo@alasu.edu</a> Fax : 1-334-229-4976 David Okeowo	N	0
5	Athens State Univ Sandridge Student Center 300 N Beaty Street Athens, Alabama 35611 Phone : 256-233-8100 Url : <a href="http://www.athens.edu">http://www.athens.edu</a> Michael Radden Manual Posting	N	0
6	Birmingham Southern Norton Campus Ctr Rm 241 900 Arkedelphia Rd Birmingham, Alabama 35254 Phone : 205-226-4717 Url : <a href="http://www.bsc.edu">http://www.bsc.edu</a> Email : <a href="mailto:ploprest@bsc.edu">ploprest@bsc.edu</a> Fax : 1-205-226-4931 Peggy LoPresti	N	0

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
7	Calhoun Comm Coll 6520 US Hwy 31 N Tanner, Alabama 35671 Phone : 256-306-2500 Url : <a href="http://www.calhoun.edu">http://www.calhoun.edu</a> Email : <a href="mailto:careerservices@calhoun.edu">careerservices@calhoun.edu</a> Fax : 1-256-260-2447 Kelli Morris	N	0
8	Career Fair	N	5
9	Disability Staffing Services, Inc. 1100 Washington Street Huntsville, Alabama 35801 Phone : 8665486468 Email : <a href="mailto:office@getdss.net">office@getdss.net</a> Fax : 1-877-335-3990 Renee Scruggs	Y	0
10	Drake Technical 3421 Meridian Street Huntsville, Alabama 35811 Phone : 256-539-8161 Url : <a href="http://www.drakestate.edu">http://www.drakestate.edu</a> Career Services	N	0
11	Employee Referral	N	22
12	First Missionary Baptist Church 3509 Blue Spring Rd NW Huntsville, Alabama 35802 Phone : 256-852-2907 Url : <a href="http://www.fmhc.org">http://www.fmhc.org</a> Email : <a href="mailto:clandry@fmhc.org">clandry@fmhc.org</a> Fax : 1-256-852-5975 Carolyn Landry	N	0
13	Florida Institute of Technology 150 W. University Blvd Melbourne, Florida 32901 Phone : 321-674-8102 Url : <a href="http://www.fit.edu">http://www.fit.edu</a> Email : <a href="mailto:career@fit.edu">career@fit.edu</a> Fax : 1-321-674-8065 Renee Couperthwaite	N	0
14	Former Employee Referral	N	1

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
15	Huntsville Educational TV 606 Forrest Circle Huntsville, Alabama 35811 Phone : 256-428-7860 Url : <a href="http://www.hsv.k12.al.us/dept/etv/cont.html">http://www.hsv.k12.al.us/dept/etv/cont.html</a> Email : <a href="mailto:Keith.Ward@hsv-k12.org">Keith.Ward@hsv-k12.org</a> Fax : 1-256-428-7861 Keith Ward	N	0
16	Indeed 7501 N. Capital of Texas Hwy Bldg B Austin, Texas 78731 Phone : 203-564-2418 Url : <a href="http://www.indeed.com">http://www.indeed.com</a> Online Posting	N	30
17	Internal Transfer/Promotion	N	5
18	Job Board	N	7
19	Job Fair	N	3
20	Linked In	N	5
21	Middle TN State University 1301 E Main Street Murphreesboro, Tennessee 37132 Phone : 615-898-2105 Url : <a href="http://www.mtsu.edu">http://www.mtsu.edu</a> Email : <a href="mailto:doneal@mtsu.edu">doneal@mtsu.edu</a> Fax : 1-615-898-5478 Dennis Oneal	N	0
22	NAACP P.O. Box 6452 Macon, Georgia 31208 Phone : 478.745.9944 Email : <a href="mailto:naacpmacon@cox.net">naacpmacon@cox.net</a> Fax : 1-478-752-5161 Career Service	N	0
23	NAACP 1315 Milam Street Shreveport, Louisiana 71101 Phone : 318-828-1905 Email : <a href="mailto:thompson1856@yahoo.com">thompson1856@yahoo.com</a> Lloyd Thompson	N	0

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

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24	NAACP - New Orleans Branch 2474 Canal St. Ste. 308 New Orleans, Louisiana 70119 Phone : 504-821-3221 Email : dkingsr@aol.com Fax : 1-504-821-3221 Antionette Mallet	N	0
25	National Alliance of State Broadcasters Associations 2333 Wisconsin Street Albuquerque, New Mexico Phone : 505-881-4444 Email : suzanstrong@nmba.org Suzan Strong	N	0
26	National Association of Black College Broadcasters PO Box 3191 Atlanta, Georgia 30326 Phone : 404-523-6136 Email : lojelks@aol.com Lo Jelks	N	0
27	NE AL Community College PO Box 159 Rainsville, Alabama 35896 Phone : 256-638-4418 Email : whittens@nacc.edu Sherry Whitten	N	0
28	News Star World Monroe, Alabama Fax : 318-362-0225 Classified Department	N	0
29	NW Shoals Community College 800 George Wallace Blvd Muscle Shoals, Alabama 35661 Phone : 256-331-5207 Url : <a href="http://www.nwscc.edu">http://www.nwscc.edu</a> Email : moates@nwscc.edu Fax : 1-256-331-5322 Marchia Oates	N	0

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
30	Oakwood University 7000 Adventist Blvd NW Huntsville, Alabama 35896 Phone : 256-726-7134 Url : <a href="http://www.oakwood.edu">http://www.oakwood.edu</a> Email : <a href="mailto:vewright@oakwood.edu">vewright@oakwood.edu</a> Fax : 1-256-726-7139 Verniece Wright	N	0
31	Other Source	N	6
32	Radio Online Alabama Phone : (806) 352-7503 Url : <a href="http://www.jobs.radio-online.com">www.jobs.radio-online.com</a> Fax : (806) 352-3677 Director of Placement	N	0
33	Recruiter	N	1
34	Stillman College PO Box 1430 Tuscaloosa, Alabama 35403 Phone : 205-366-8894 Url : <a href="http://www.stillman.edu">http://www.stillman.edu</a> Email : <a href="mailto:jcurrie@stillman.edu">jcurrie@stillman.edu</a> Fax : 1-800-841-5722 Jacqueline Currie	N	0
35	Talladega College 627 West Battle St. Talladega, Alabama 35160 Phone : 256-362-0206 Url : <a href="http://www.talladego.edu">http://www.talladego.edu</a> Email : <a href="mailto:brhoden@talladega.edu">brhoden@talladega.edu</a> Fax : 1-256-761-6450 Brenda Rhoden	N	0
36	Tribune - Intranet/Career 435 N Michigan Ave Chicago, Illinois 60611 Phone : 214-252-3485 Url : <a href="http://www.tribunemediacareers.com">http://www.tribunemediacareers.com</a> Online Posting	N	3

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
37	TribuneMediaCareers.com 435 N. Michigan Ave Chicago, Illinois 60611 Url : <a href="http://www.tribunemediacareers.com">http://www.tribunemediacareers.com</a> Online Posting	N	22
38	Troy State 2605 University Place Department of Business Phenix City, Alabama 36869 Phone : 334-670-3217 Url : <a href="http://www.troy.edu/careerservices/">http://www.troy.edu/careerservices/</a> Sandra Hatfield-Sauls Manual Posting	N	0
39	Tuskegee University Career Development and Placement Services Center Carnegie Hall 3rd Floor Tuskegee, Alabama 36088 Phone : 334-727-8255 Email : <a href="mailto:rburden@mytu.tuskegee.edu">rburden@mytu.tuskegee.edu</a> Fax : 1-334-727-8258 Sarah Stringer	N	0
40	Univ of Al - Huntsville Office of Career Development Madison Hall, Ste 111 Huntsville, Alabama 35899 Phone : 256-824-6741 Url : <a href="https://www.uah.edu/career-services">https://www.uah.edu/career-services</a> Christopher Smith Manual Posting	N	0
41	University of Memphis 400 Wilder Tower Memphis, Tennessee 38152 Phone : 901-678-2843 Url : <a href="http://www.memphis.edu">http://www.memphis.edu</a> Email : <a href="mailto:commdept@memphis.edu">commdept@memphis.edu</a> Fax : 1-901-678-3607 Curt Guenther	N	0
42	University of Montevallo Station 6001 Montevallo, Alabama 35115 Phone : 205-665-6262 Url : <a href="http://www.montevallo.edu">http://www.montevallo.edu</a> Email : <a href="mailto:jyoung3@montevallo.edu">jyoung3@montevallo.edu</a> Fax : 1-205-665-6255 Jah'zmin Young	N	0

**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

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43	University of South Alabama 307 N. University Blvd. Meisler Hall Ste 2500 Mobile, Alabama 36608 Phone : 251-460-6188 Url : <a href="http://www.southalabama.edu/careerservices">http://www.southalabama.edu/careerservices</a> Debbie Tolle Manual Posting	N	0
44	Walk In/Self-Referral	N	1
45	WHNT TV 200 Holmes Avenue Huntsville, Alabama 35801 Phone : 2565331919 Email : <a href="mailto:regina.tom@whnt.com">regina.tom@whnt.com</a> Regina Tom	N	13
46	<a href="http://www.mediagignow.com">www.mediagignow.com</a> 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : <a href="http://www.mediagignow.com">http://www.mediagignow.com</a> Email : <a href="mailto:customerservice@mediagignow.com">customerservice@mediagignow.com</a> MediaGigNow.com	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>125</b>



**WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
1	3/7/2018	Participation in events or programs sponsored by educational institutions	Participation in the Communication and Media Career Fair hosted by Auburn University.	1	VP News
2	4/20/2018	Participation in events or programs sponsored by educational institutions	Anchor attended Challenger Middle School career fair to talk about careers in broadcast news to those students interested in pursuing it as careers.	1	Anchor
3	5/14/2018	Establishment of an intern program designed to assist members of the community	Hired 3 interns for the Summer semester that focused on working with the news team. Everywhere from assignment editor to producer to anchor. This allowed students studying broadcast media to gain real world experience within a newsroom.	3	News Intern News Intern News Intern
4	5/30/2018	Participation in events sponsored by community groups	Anchor spoke to the members of Huntsville Rotary Club on the impact local news has on the community.	1	Anchor
5	9/18/2018	Participation in events or programs sponsored by educational institutions	Meteorologist spoke to 6th graders at Hibbett Middle School on weather safety as well as how to track weather. Spoke to 300 6th graders.	1	Meteorologist

**EXHIBIT 1.2**  
**(2018 – 2019 EEO Report)**

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

Nexstar is an equal opportunity employer and considers applicants for all positions without regard to race, color, gender, national origin, age, religious creed, disability, marital status, pregnancy, sexual orientation, veteran status, citizenship or any other characteristic protected by law.

## I. VACANCY LIST

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

<b>Job Title</b>	<b>Recruitment Sources ("RS") Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Reporter/MMJ Open Date: 9/29/2018 (Job ID: 67213) Hire Date: 1/14/2019	1-4, 8-10, 15-16, 18-22, 26-29, 31, 33-34, 37	29
Reporter/Multi-Media Journalist Open Date: 10/13/2018 (Job ID: 67492) Hire Date: 1/16/2019	1-4, 8-10, 15-16, 18-22, 26-29, 31, 33-34, 37	29
Digital Sales Coordinator Open Date: 10/25/2018 (Job ID: 67833) Hire Date: 3/18/2019	1-5, 7-10, 13-23, 26-37	10
Producer Open Date: 11/12/2018 (Job ID: 68404) Hire Date: 1/3/2019	1-10, 14-23, 26-37	6
Photographer Open Date: 12/17/2018 (Job ID: 69167) Hire Date: 1/20/2019	1-4, 8-11, 15-16, 18-22, 26-29, 31, 33-34, 37	11
Sports Anchor/Reporter Open Date: 1/2/2019 (Job ID: 69478) Hire Date: 1/27/2019	1-4, 8-11, 15-16, 18-22, 26-29, 31, 33-34, 37	11
Asst Dir, Creative Services Open Date: 1/11/2019 (Job ID: 69727) Hire Date: 2/24/2019	1-4, 8-11, 15-16, 18-22, 26-29, 31, 33-34, 37	11
Director/TD Open Date: 1/21/2019 (Job ID: 69989) Hire Date: 1/29/2019	1-4, 8-11, 15-16, 18-22, 26-29, 31, 33-34, 37	11
MMJ/Associate Producer Open Date: 1/23/2019 (Job ID: 70056) Hire Date: 3/13/2019	1-4, 8-10, 15-16, 18-22, 26-29, 31, 33-34, 37	29
Photographer (NE) Open Date: 1/28/2019 (Job ID: 70205) Hire Date: 2/24/2019	1-4, 8-11, 14-16, 18-22, 26-29, 31, 33-34, 37	11
MMPA Open Date: 3/4/2019 (Job ID: 71216) Hire Date: 3/17/2019	1-4, 8-11, 14-16, 18-22, 26-29, 31, 33-34, 37	11
Assistant News Director Open Date: 3/8/2019 (Job ID: 71376) Hire Date: 8/1/2019	1-4, 6, 8-10, 15-22, 24, 26-29, 31, 33-34, 37	6

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## EEO PUBLIC FILE REPORT

### December 1, 2018 - November 30, 2019

Nexstar is an equal opportunity employer and considers applicants for all positions without regard to race, color, gender, national origin, age, religious creed, disability, marital status, pregnancy, sexual orientation, veteran status, citizenship or any other characteristic protected by law.

## 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
Assistant Chief Engineer Open Date: 4/10/2019 (Job ID: 72374) Hire Date: 8/5/2019	1-4, 8-10, 15-16, 18-22, 26-29, 31, 33-34, 37	10
Weekend Meteorologist Open Date: 5/22/2019 (Job ID: 73908) Hire Date: 8/15/2019	1-4, 9-10, 15-16, 18-22, 26-29, 31, 33-34, 37	29
Reporter/MMJ Open Date: 6/11/2019 (Job ID: 74334) Hire Date: 10/14/2019	1-4, 9-10, 15-16, 18-22, 26-29, 31, 33-34, 37	10
Administrative Assistant/Programming Coordinator Open Date: 7/2/2019 (Job ID: 74919) Hire Date: 7/15/2019	1-4, 9-10, 15-16, 18-22, 26-29, 31, 33-34, 37	10
Receptionist Open Date: 7/18/2019 (Job ID: 75503) Hire Date: 10/7/2019	1-4, 9-10, 13, 15-16, 18-22, 26-29, 31, 33-34, 37	10
Associate Producer Open Date: 7/26/2019 (Job ID: 75612) Hire Date: 9/2/2019	1-4, 6, 9-10, 15-16, 18-22, 26-29, 31, 33-35, 37	6
Reporter/MMJ Open Date: 8/2/2019 (Job ID: 76396) Hire Date: 10/3/2019	1-4, 9-10, 13, 15-16, 18-22, 25-29, 31, 33-34, 37	25
Reporter/MMJ Open Date: 8/12/2019 (Job ID: 76111) Hire Date: 9/16/2019	1-4, 9-10, 12, 15-16, 18-22, 26-29, 31, 33-34, 37	12
Producer Open Date: 8/21/2019 (Job ID: 76330) Hire Date: 10/1/2019	1-4, 9-10, 15-16, 18-22, 26-29, 31, 33-34, 37	10
Producer Open Date: 8/23/2019 (Job ID: 76436) Hire Date: 9/6/2019	1-4, 9-10, 15-16, 18-22, 26-29, 31, 33-34, 37	10
Reporter/Multi-Media Journalist Open Date: 9/10/2019 (Job ID: 76806) Hire Date: 10/14/2019	1-5, 9-10, 13, 15-16, 18-22, 26-29, 31, 33-34, 37	13

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
1	Alabama Broadcasters Association 2180 Parkway Lake Drive Hoover, Alabama 35244 Phone : 2059825001 Url : <a href="http://al-ba.com/wp2/post-job-openings-2/">http://al-ba.com/wp2/post-job-openings-2/</a> Email : <a href="mailto:lrice@al-ba.com">lrice@al-ba.com</a> Lesa Rice	N	0
2	Alabama State University 915 S. Jackson Street Montgomery, Alabama 36104 Phone : 334/229-4493 Url : <a href="http://www.alasu.edu">http://www.alasu.edu</a> Email : <a href="mailto:dokeowo@alasu.edu">dokeowo@alasu.edu</a> Fax : 1-334-229-4976 David Okeowo	N	0
3	Calhoun Comm Coll 6520 US Hwy 31 N Tanner, Alabama 35671 Phone : 256-306-2500 Url : <a href="http://www.calhoun.edu">http://www.calhoun.edu</a> Email : <a href="mailto:careerservices@calhoun.edu">careerservices@calhoun.edu</a> Fax : 1-256-260-2447 Kelli Morris	N	0
4	Disablity Staffing Services, Inc. 1100 Washington Street Huntsville, Alabama 35801 Phone : 8665486468 Email : <a href="mailto:office@getdss.net">office@getdss.net</a> Fax : 1-877-335-3990 Renee Scruggs	Y	0
5	Drake Technical 3421 Meridian Street Huntsville, Alabama 35811 Phone : 256-539-8161 Url : <a href="http://www.drakestate.edu">http://www.drakestate.edu</a> Career Services	N	0
6	Employee Referral	N	6

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
7	First Missionary Baptist Church 3509 Blue Spring Rd NW Huntsville, Alabama 35802 Phone : 256-852-2907 Url : <a href="http://www.fmabc.org">http://www.fmabc.org</a> Email : <a href="mailto:clandry@fmabc.org">clandry@fmabc.org</a> Fax : 1-256-852-5975 Carolyn Landry	N	0
8	Florida Institute of Technology 150 W. University Blvd Melbourne, Florida 32901 Phone : 321-674-8102 Url : <a href="http://www.fit.edu">http://www.fit.edu</a> Email : <a href="mailto:career@fit.edu">career@fit.edu</a> Fax : 1-321-674-8065 Renee Couperthwaite	N	0
9	Huntsville Educational TV 606 Forrest Circle Huntsville, Alabama 35811 Phone : 256-428-7860 Url : <a href="http://www.hsv.k12.al.us/dept/etv/cont.html">http://www.hsv.k12.al.us/dept/etv/cont.html</a> Email : <a href="mailto:Keith.Ward@hsv-k12.org">Keith.Ward@hsv-k12.org</a> Fax : 1-256-428-7861 Keith Ward	N	0
10	Indeed 7501 N. Capital of Texas Hwy Bldg B Austin, Texas 78731 Phone : 203-564-2418 Url : <a href="http://www.indeed.com">http://www.indeed.com</a> Online Posting	N	19
11	Internal Transfer/Promotion	N	7
12	Job Fair	N	1
13	Linked In	N	5
14	Middle TN State University 1301 E Main Street Murphreesboro, Tennessee 37132 Phone : 615-898-2105 Url : <a href="http://www.mtsu.edu">http://www.mtsu.edu</a> Email : <a href="mailto:doneal@mtsu.edu">doneal@mtsu.edu</a> Fax : 1-615-898-5478 Dennis Oneal	N	0

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
15	NAACP P.O. Box 6452 Macon, Georgia 31208 Phone : 478.745.9944 Email : naacpmacon@cox.net Fax : 1-478-752-5161 Career Service	N	0
16	NAACP 1315 Milam Street Shreveport, Louisiana 71101 Phone : 318-828-1905 Email : thompson1856@yahoo.com Lloyd Thompson	N	0
17	NAACP 1204 MArtin Luther King Jr Blvd Savannah, Georgia 31415-6355 Phone : 912-233-4161 Email : savnaacp@bellsouth.net Fax : 1-912-233-3088 Al Scott	N	0
18	NAACP - New Orleans Branch 2474 Canal St. Ste. 308 New Orleans, Louisiana 70119 Phone : 504-821-3221 Email : dkingsr@aol.com Fax : 1-504-821-3221 Antionette Mallet	N	0
19	National Alliance of State Broadcasters Associations 2333 Wisconsin Street Albuquerque, New Mexico Phone : 505-881-4444 Email : suzanstrong@nmba.org Suzan Strong	N	0
20	National Association of Black College Broadcasters PO Box 3191 Atlanta, Georgia 30326 Phone : 404-523-6136 Email : lojelks@aol.com Lo Jelks	N	0



**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
21	NE AL Community College PO Box 159 Rainsville, Alabama 35896 Phone : 2566384418 Email : whittens@nacc.edu Sherry Whitten	N	0
22	NW Shoals Community College 800 George Wallace Blvd Muscle Shoals, Alabama 35661 Phone : 256-331-5207 Url : <a href="http://www.nwscc.edu">http://www.nwscc.edu</a> Email : moates@nwscc.edu Fax : 1-256-331-5322 Marchia Oates	N	0
23	Oakwood University 7000 Adventist Blvd NW Huntsville, Alabama 35896 Phone : 256-726-7134 Url : <a href="http://www.oakwood.edu">http://www.oakwood.edu</a> Email : vewright@oakwood.edu Fax : 1-256-726-7139 Verniece Wright	N	0
24	Other Source	N	1
25	Staffing Agency Referral	N	1
26	Stillman College PO Box 1430 Tuscaloosa, Alabama 35403 Phone : 205-366-8894 Url : <a href="http://www.stillman.edu">http://www.stillman.edu</a> Email : jcurrie@stillman.edu Fax : 1-800-841-5722 Jacqueline Currie	N	0
27	Talladega College 627 West Battle St. Talladega, Alabama 35160 Phone : 256-362-0206 Url : <a href="http://www.talladego.edu">http://www.talladego.edu</a> Email : brhoden@talladega.edu Fax : 1-256-761-6450 Brenda Rhoden	N	0

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
28	Tribune - Intranet/Career 435 N Michigan Ave Chicago, Illinois 60611 Phone : 214-252-3485 Url : <a href="http://www.tribunemediacareers.com">http://www.tribunemediacareers.com</a> Online Posting	N	9
29	TribuneMediaCareers.com 435 N. Michigan Ave Chicago, Illinois 60611 Url : <a href="http://www.tribunemediacareers.com">http://www.tribunemediacareers.com</a> Online Posting	N	11
30	Tuskegee University Career Development and Placement Services Center Carnegie Hall 3rd Floor Tuskegee, Alabama 36088 Phone : 334-727-8255 Email : <a href="mailto:rburden@mytu.tuskegee.edu">rburden@mytu.tuskegee.edu</a> Fax : 1-334-727-8258 Sarah Stringer	N	0
31	Univ of Al - Huntsville Office of Career Development Madison Hall, Ste 111 Huntsville, Alabama 35899 Phone : 256-824-6741 Url : <a href="https://www.uah.edu/career-services">https://www.uah.edu/career-services</a> Christopher Smith Manual Posting	N	0
32	University of Alabama 330 Ferguson Center 751 Campus Drive Tuscaloosa, Alabama 35487 Phone : 205-348-5848 Url : <a href="http://www.ua.edu">http://www.ua.edu</a> Schernavia Hall Manual Posting	N	0
33	University of Memphis 400 Wilder Tower Memphis, Tennessee 38152 Phone : 901-678-2843 Url : <a href="http://www.memphis.edu">http://www.memphis.edu</a> Email : <a href="mailto:commdept@memphis.edu">commdept@memphis.edu</a> Fax : 1-901-678-3607 Curt Guenther	N	0

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
34	University of Montevallo Station 6001 Montevallo, Alabama 35115 Phone : 205-665-6262 Url : <a href="http://www.montevallo.edu">http://www.montevallo.edu</a> Email : <a href="mailto:jyoung3@montevallo.edu">jyoung3@montevallo.edu</a> Fax : 1-205-665-6255 Jah'zmin Young	N	0
35	University of South Alabama 307 N. University Blvd. Meisler Hall Ste 2500 Mobile, Alabama 36608 Phone : 251-460-6188 Url : <a href="http://www.southalabama.edu/careerservices">http://www.southalabama.edu/careerservices</a> Debbie Tolle Manual Posting	N	0
36	WHNT TV 200 Holmes Avenue Huntsville, Alabama 35801 Phone : 2565331919 Email : <a href="mailto:regina.tom@whnt.com">regina.tom@whnt.com</a> Regina Tom	N	0
37	<a href="http://www.mediagignow.com">www.mediagignow.com</a> 300 South Riverside Plaza Suite 800 Chicago, Illinois 60606 Phone : 336-553-0620 Url : <a href="http://www.mediagignow.com">http://www.mediagignow.com</a> Email : <a href="mailto:customerservice@mediagignow.com">customerservice@mediagignow.com</a> MediaGigNow.com	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>60</b>

**WHDF & WHNT**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2018 - November 30, 2019**

**III. RECRUITMENT INITIATIVES**

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	2/12/2019	Participation in events or programs sponsored by educational institutions	SEU personnel participated as a panel speaker at Randolph High School. He spoke about careers in journalism and the broadcast industry.	1	News Anchor
2	<del>5/7/2019</del> 4/1 - 4/4/2019	Participation in events or programs sponsored by educational institutions	SEU personnel participated as a panel speaker at the <del>University of North Alabama</del> <b>A&amp;M University</b> School of Communications. She spoke about careers in the broadcast industry.	1	VP, Creative Services
3	5/16/2019	Participation in events or programs sponsored by educational institutions	SEU personnel participated as a speaker to The University of Alabama School of Journalism. He spoke about careers in the broadcast industry.	1	Anchor
4	5/20/2019	Establishment of an intern program designed to assist members of the community	The SEU has an established internship program that allows students to gain practical experience in all areas of our operations, including news, production, sports and weather.  The SEU hosted one (1) intern from Western Kentucky University, one (1) student from Mississippi State University, and one (1) intern from Middle Tennessee State University during the 2019 Summer Semester.	1	Executive Producer
5	8/7/2019	Participation in Job Fairs	The SEU participated at the NABJ Convention and Career Fair. SEU personnel met with potential job applicants.	4	Sr Director Talent Acquisition Talent Acquisition Manager HR Director HR Manager
6	9/27/2019	Participation in events or programs sponsored by educational institutions	SEU personnel participated as a speaker to North Sand Mountain and Flat Rock High Schools. He spoke about careers in the broadcast industry.	1	Chief Meteorologist

**EXHIBIT 2.1**  
**(2017 – 2018 Job Vacancy Notices)**

## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** November 20, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

**Additional Information:**

## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)



## WHNT

## Fax and E-mail verification summary report for Reporter/MMJ

RS Number	Recruiting Source	Date and Time
2	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 10/9/2018 2:26:17 PM
4	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 10/9/2018 2:22:28 PM
7	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 10/9/2018 2:22:20 PM
9	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 10/9/2018 2:23:41 PM Sent: 10/9/2018 2:22:25 PM
13	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 10/9/2018 2:22:21 PM
15	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 10/9/2018 2:22:21 PM
22	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 10/9/2018 2:24:07 PM
23	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 10/9/2018 2:22:28 PM
24	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 10/9/2018 2:22:27 PM
25	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 10/9/2018 2:22:30 PM
26	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 10/9/2018 2:22:30 PM
27	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 10/9/2018 2:22:19 PM
29	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 10/9/2018 2:22:22 PM
34	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 10/9/2018 2:22:23 PM
35	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 10/9/2018 2:22:23 PM
40	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 10/9/2018 2:22:24 PM

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 10/9/2018 2:22:25 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 10/9/2018 2:22:22 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 10/9/2018 2:22:18 PM

## **WHNT**

### **Fax and E-mail verification summary report for Digital Content Producer**

**Position:** Digital Content Producer

**Hire Date:** October 22, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Digital Producer/MMJ to work in our Huntsville location.

The Digital Producer/MMJ will primarily focus on originating, supporting and maintaining a dynamic station website and social media platforms that will grow WHNT's digital audience while increasing engagement with viewers. This person will have an engaging on-air personality.

**Requirements:**

- Create, write and manage online content for station websites and social media platforms
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Maintain awareness of local, national and international news and tease effectively
- Edit and post video content on multiple platforms
- Utilize AP style, as well as best web-production practices and story packaging
- Assist anchors, reporters and broadcast partners with website needs
- Respond to breaking news with a sense of urgency
- Perform other duties as assigned

**Experience:**

## **WHNT**

### **Fax and E-mail verification summary report for Digital Content Producer**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years' Reporter/MMJ experience
- 1-2 years' previous professional experience in social media and/or web including Facebook, Snapchat, Twitter and Instagram
- Previous online news experience preferred
- Excellent writing and copy-editing skills
- Strong understanding of social media platforms
- Basic understanding of video editing/production
- Ability to work in a rapid, fast-paced environment
- Must be able to work a flexible schedule, including early mornings, nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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## WHNT

## Fax and E-mail verification summary report for Digital Content Producer

RS Number	Recruiting Source	Date and Time
2	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 10/4/2018 4:48:31 PM
4	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 10/4/2018 4:02:38 PM
7	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 10/4/2018 4:02:30 PM
9	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 10/4/2018 4:46:09 PM Sent: 10/4/2018 4:02:36 PM
13	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 10/4/2018 4:02:31 PM
15	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 10/4/2018 4:02:32 PM
22	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 10/4/2018 4:47:05 PM
23	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 10/4/2018 4:02:38 PM
24	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 10/4/2018 4:02:38 PM
25	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 10/4/2018 4:02:40 PM
26	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 10/4/2018 4:02:40 PM
27	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 10/4/2018 4:02:29 PM
29	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 10/4/2018 4:02:33 PM
34	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 10/4/2018 4:02:34 PM
35	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 10/4/2018 4:02:34 PM
40	<b>Univ of AL - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 10/4/2018 4:02:35 PM

**WHNT****Fax and E-mail verification summary report for Digital Content Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 10/4/2018 4:02:35 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 10/4/2018 4:02:32 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 10/4/2018 4:02:28 PM

## **WHNT**

### **Fax and E-mail verification summary report for Graphic Designer**

**Position:** Graphic Designer

**Hire Date:** October 15, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

**Reports To:** Director, Creative Services

WHNT, Tribune Broadcasting stations, has an opening for a Graphic Designer to work in our Huntsville location.

The Graphic Designer requires a thorough understanding of design principals, color theory and possess an eye for consistency and accuracy. This role is responsible for creating news graphics and digital creative. A successful candidate will possess a high level of creativity, independent thinking and able to adapt best practices across broadcast, digital and social platforms. This person will be responsible for enforcing the station's visual brand on all media platforms.

**Requirements:**

- Design/create graphics for daily newscasts, specials, commercial, social and promotional spots
- Create and produce animated graphic opens and elements for newscasts, clients and station branding
- Contribute to special projects such as digital ads, print work, signage, animation and set design as assigned
- Assist with planning station events and interacting with the community
- Apply industry trends/emerging technologies in to operations and activities
- Perform other duties as assigned

**Experience:**



## **WHNT**

### **Fax and E-mail verification summary report for Graphic Designer**

- Bachelor's degree in graphic design, digital media, or video production preferred; equivalent experience required
- A minimum of 1-year relevant graphic design experience
- Strong design, illustration and typographic skills required
- Experience with Mac OS, Adobe products including; After Effects, Premiere, Illustrator and Photoshop required
- Professional experience with social media platforms preferred
- Knowledge of 3D animation software
- Willingness to learn new advertising and content platforms as they develop
- Ability to work in a rapid, fast-paced environment
- Must be able to work independently
- Must be available to work station promotional events
- Must be able to work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Graphic Designer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/17/2018 12:48:41 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/17/2018 12:37:33 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/17/2018 12:37:24 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/17/2018 12:46:58 PM Sent: 8/17/2018 12:37:30 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 8/17/2018 12:37:25 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/17/2018 12:37:26 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 8/17/2018 12:37:26 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 8/17/2018 12:48:02 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/17/2018 12:37:34 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/17/2018 12:37:33 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/17/2018 12:37:36 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/17/2018 12:37:36 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/17/2018 12:37:23 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 8/17/2018 12:37:27 PM
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 8/17/2018 12:37:27 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/17/2018 12:37:28 PM

**WHNT****Fax and E-mail verification summary report for Graphic Designer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/17/2018 12:37:28 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/17/2018 12:37:29 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/17/2018 12:37:30 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/17/2018 12:37:27 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/17/2018 12:37:22 PM

## WHNT

### Fax and E-mail verification summary report for Sales Assistant

Position: Sales Assistant

Hire Date: September 17, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Sales Assistant to work in our Huntsville location.

The Sales Assistant will provide administrative support to the sales team in effort to assist with local advertising efforts.

**Requirements:**

- Support advertiser account activity by processing local orders, correspondence, make-goods and exceptions
- Assist with writing and reviewing correspondence and presentations
- Review and file sales lists, contracts and invoices
- Facilitate schedule change communication through various software systems
- Participate in research and marketing projects
- Provide back-up assistance to the Traffic department
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years' experience in a sales department preferred
- Strong communication and interpersonal skills
- Ability to work in a rapid, fast-paced environment
- **Must be proficient with MS Office**
- Must be willing to submit a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

**Additional Information:**

## **WHNT**

### **Fax and E-mail verification summary report for Sales Assistant**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT****Fax and E-mail verification summary report for Sales Assistant**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/10/2018 4:12:32 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 8/10/2018 4:10:40 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/10/2018 3:52:37 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/10/2018 3:52:28 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/10/2018 4:10:46 PM Sent: 8/10/2018 3:52:34 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 8/10/2018 3:52:29 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/10/2018 3:52:30 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 8/10/2018 3:52:30 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 8/10/2018 4:10:54 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/10/2018 3:52:37 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/10/2018 3:52:36 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/10/2018 3:52:40 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/10/2018 3:52:40 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/10/2018 3:52:26 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 8/10/2018 3:52:31 PM

**WHNT****Fax and E-mail verification summary report for Sales Assistant**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 8/10/2018 3:52:31 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/10/2018 3:52:31 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/10/2018 3:52:32 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/10/2018 3:52:32 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/10/2018 3:52:33 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/10/2018 3:52:30 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/10/2018 3:52:25 PM

## **WHNT**

### **Fax and E-mail verification summary report for Production Technician**

**Position:** Production Technician

**Hire Date:** August 16, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT-TV, CBS in Huntsville, Alabama, is recruiting for a full-time Production Technician to join our team. This is an entry level position and is a great opportunity for someone looking to get a foot in the door and break into the exciting broadcast and digital media industry.

**Requirements:**

- Video Editing: Non-linear video editing for on-air and online. Must have a clear understanding of video editing fundamentals (sequencing, jump cuts, audio/visual linkage, etc) and legal issues associated with videojournalism. Prefer candidates who are proficient on Final Cut Pro.
- Running Audio: Consistently runs audio for the newscasts, with great attention to detail, in order to have newscasts with little to no quality control issues. This includes thorough microphone checks 20 minutes before the newscast, as well as changing the batteries in the wireless microphones before these checks are done.
- Studio Camera/Teleprompter Operation: Run studio camera and/or Teleprompter for live newscasts. Experience with robotic camera systems a plus.
- Web Posting: Post video and text content to station's website, updating station's Snapchat, Instagram, Twitter and Facebook accounts.

**Experience:**



## **WHNT**

### **Fax and E-mail verification summary report for Production Technician**

- A college degree in Television Production, Communications or related-degree is preferred but not required
- Experience and/or willingness to learn how to operate the following equipment and computer programs: Final Cut Pro, Wheatstone Audio Board, Vinten Robotic cameras, VizRT graphics and/or other similar equipment and systems
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including early morning, nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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**WHNT****Fax and E-mail verification summary report for Production Technician**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 7/18/2018 2:00:28 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 7/18/2018 1:59:31 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 7/18/2018 1:48:30 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 7/18/2018 1:48:20 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 7/18/2018 1:58:04 PM Sent: 7/18/2018 1:48:27 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 7/18/2018 1:48:21 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 7/18/2018 1:48:22 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 7/18/2018 1:48:22 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 7/18/2018 1:59:08 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 7/18/2018 1:48:31 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 7/18/2018 1:48:30 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 7/18/2018 1:48:33 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 7/18/2018 1:48:33 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 7/18/2018 1:48:19 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 7/18/2018 1:48:23 PM

**WHNT****Fax and E-mail verification summary report for Production Technician**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 7/18/2018 1:48:24 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 7/18/2018 1:48:24 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 7/18/2018 1:48:24 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 7/18/2018 1:48:25 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 7/18/2018 1:48:26 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 7/18/2018 1:48:23 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 7/18/2018 1:48:26 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 7/18/2018 1:48:18 PM

## **WHNT**

### **Fax and E-mail verification summary report for Producer, Digital Content**

**Position: Producer, Digital Content**

**Hire Date: July 16, 2018**

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Producer to work in our Huntsville location.

The Producer will develop an overall style and identify for their assigned newscast with a keen focus on building the station's brand "Taking Action, Getting Results". This position will successfully produce one or more newscasts a day.

**Requirements:**

- Write, fact check, manage and approve content and teasers for air; select graphics that explain and showcase stories and reinforce station branding; copy editing
- Develop newscast content by researching and suggesting innovative story ideas; understand viewer audience; collaborate with news team to select stories for coverage
- Execute newscasts with minimal errors and meet deadlines; oversee quality control of newscast while in booth
- Write and post content for station website and social media platforms
- Respond to breaking news with a sense of urgency
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years previous news producing experience
- Demonstrated ability to track and select trending news stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including nights, early mornings, weekends and holidays
- Must be willing to submit to a background check and have unrestricted authorization to work in the United States

Equal Employment Opportunity

**Additional Information:**

## **WHNT**

### **Fax and E-mail verification summary report for Producer, Digital Content**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 7/11/2018 12:09:02 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 7/11/2018 12:10:03 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 7/11/2018 12:05:27 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 7/11/2018 12:05:19 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 7/11/2018 12:07:11 PM Sent: 7/11/2018 12:05:24 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 7/11/2018 12:05:20 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 7/11/2018 12:05:21 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 7/11/2018 12:05:21 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 7/11/2018 12:08:13 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 7/11/2018 12:05:27 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 7/11/2018 12:05:26 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 7/11/2018 12:05:30 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 7/11/2018 12:05:30 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 7/11/2018 12:05:18 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 7/11/2018 12:05:22 PM

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<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 7/11/2018 12:05:22 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 7/11/2018 12:05:22 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 7/11/2018 12:05:23 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 7/11/2018 12:05:23 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 7/11/2018 12:05:24 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 7/11/2018 12:05:21 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 7/11/2018 12:05:24 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 7/11/2018 12:05:18 PM

## **WHNT**

### **Fax and E-mail verification summary report for Account Executive**

**Position:** Account Executive

**Hire Date:** August 27, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for an experienced Account Executive to work in our Huntsville location.

The Account Executive is responsible for the development of new & digital business for WHNT. This role will work aggressively to develop action plans that will add value and enhance profitability.

**Requirements:**

- Develop and maintain direct relationships with agencies and clients while driving advertising revenue to achieve target goals
- Responsible for building new relationships through lead generation, cold calling, research and networking to secure new accounts
- Understand and interpret business objectives and advertising strategies of clients in order to help them achieve those objectives through effective use of media
- Prepare, schedule and deliver sales presentations
- Collaborate with internal cross-functional departments to coordinate the purchase of advertising time, placement of the schedule, and availability of production material
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-3 years' experience in sales
- Online/digital sales experience preferred
- Strong communication skills
- Excellent negotiation and customer service skills
- Demonstrated ability to close new business
- Ability to work in a rapid, fast-paced environment
- Must be proficient with MS Office
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity



## **WHNT**

### **Fax and E-mail verification summary report for Account Executive**

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Account Executive**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/22/2018 5:38:15 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 6/22/2018 5:37:10 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/22/2018 4:28:32 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/22/2018 4:28:24 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/22/2018 5:36:18 PM Sent: 6/22/2018 4:28:30 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 6/22/2018 4:28:25 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/22/2018 4:28:25 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 6/22/2018 4:28:25 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 6/22/2018 5:36:52 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/22/2018 4:28:33 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/22/2018 4:28:32 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/22/2018 4:28:35 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/22/2018 4:28:34 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/22/2018 4:28:23 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 6/22/2018 4:28:26 PM

**WHNT****Fax and E-mail verification summary report for Account Executive**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 6/22/2018 4:28:26 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/22/2018 4:28:27 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/22/2018 4:28:27 PM
<b>39</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 6/22/2018 4:28:31 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/22/2018 4:28:29 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/22/2018 4:28:29 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/22/2018 4:28:26 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 6/22/2018 4:28:30 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/22/2018 4:28:22 PM

## **WHNT**

### **Fax and E-mail verification summary report for MMJ/Reporter**

**Position:** MMJ/Reporter

**Hire Date:** July 9, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to
- Must work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

## **WHNT**

### **Fax and E-mail verification summary report for MMJ/Reporter**

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT****Fax and E-mail verification summary report for MMJ/Reporter**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/15/2018 7:06:10 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/15/2018 6:14:36 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/15/2018 6:14:29 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/15/2018 7:03:16 PM Sent: 6/15/2018 6:14:34 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 6/15/2018 6:14:30 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/15/2018 6:14:30 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 6/15/2018 6:14:30 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 6/15/2018 7:04:34 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/15/2018 6:14:36 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/15/2018 6:14:36 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/15/2018 6:14:38 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/15/2018 6:14:38 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/15/2018 6:14:28 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 6/15/2018 6:14:31 PM
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 6/15/2018 6:14:32 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/15/2018 6:14:32 PM

**WHNT****Fax and E-mail verification summary report for MMJ/Reporter**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/15/2018 6:14:32 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/15/2018 6:14:33 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/15/2018 6:14:33 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/15/2018 6:14:31 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 6/15/2018 6:14:33 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/15/2018 6:14:27 PM

## WHNT

### Fax and E-mail verification summary report for Executive Producer, Digital

**Position:** Executive Producer, Digital

**Hire Date:** July 9, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

**WHNT, a Tribune Broadcasting station, has an opening for a Digital Executive Producer in our Huntsville location.**

The Digital Executive Producer will lead and coach the newsroom staff on best practices for engaging and influencing the online content consumer's behavior. This individual must be both a solid journalist and a strategic thinker. We are looking for a candidate who has the vision, creativity, and courage to explore new frontiers and take our web, mobile and social initiatives to new heights.

**Requirements:**

- Use all the current and emerging tools and technology to develop, implement, and track a strategy that benefits content consumers and supports the organization's multi-platform goals
- Lead interactive team by setting aggressive goals, providing feedback, and holding them accountable
- Train, coach, mentor individuals and groups for maximum performance
- Work hand-in-hand with broadcast-focused peers to develop robust multi-platform content coverage plans
- Collaborate with news and station leadership team to leverage digital platforms to drive broadcast ratings and strategize ways for broadcast to drive digital metrics
- Increase, maintain, or achieve #1 positions in all significant digital metrics
- Support digital/interactive sales initiatives and goals
- Perform other duties as assigned

**Experience:**



## **WHNT**

### **Fax and E-mail verification summary report for Executive Producer, Digital**

- Bachelor's degree in Journalism, Communications, Mass Media preferred; equivalent experience required
- 3-5 years of experience working for a news organization or related digital media industry/company preferred
- Strong understanding and use of WordPress
- Advanced knowledge of AP style
- Must have excellent verbal and written communication skills.
- Experience using: Facebook, Twitter, Instagram, Snapchat, Pinterest, 360 video technologies, Videolicious, live streaming platforms, Google Analytics
- Ability to work in a rapid, fast-paced, deadline-driven environment
- Must be able to work a flexible schedule as well as some holidays
- Must be willing to submit to a background check and have unrestricted authorization to work in the United States

Equal Employer Opportunity

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

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**WHNT****Fax and E-mail verification summary report for Executive Producer, Digital**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/11/2018 10:41:56 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/11/2018 10:01:07 AM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 6/11/2018 10:00:59 AM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/11/2018 10:00:59 AM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/11/2018 10:37:28 AM Sent: 6/11/2018 10:01:04 AM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 6/11/2018 10:01:00 AM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/11/2018 10:01:00 AM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 6/11/2018 10:01:01 AM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 6/11/2018 10:39:58 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/11/2018 10:01:07 AM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/11/2018 10:01:06 AM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/11/2018 10:01:09 AM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/11/2018 10:01:08 AM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/11/2018 10:00:58 AM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 6/11/2018 10:01:01 AM
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 6/11/2018 10:01:02 AM

**WHNT****Fax and E-mail verification summary report for Executive Producer, Digital**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/11/2018 10:01:02 AM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/11/2018 10:01:03 AM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/11/2018 10:01:03 AM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/11/2018 10:01:04 AM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/11/2018 10:01:01 AM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 6/11/2018 10:01:04 AM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/11/2018 10:00:57 AM

## **WHNT**

### **Fax and E-mail verification summary report for Photographer (NE)**

**Position:** Photographer (NE)

**Hire Date:** June 7, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

Reports To: News Director

WHNT, a Tribune Broadcasting station, has an opening for a full-time Photographer to work in our Huntsville, AL location.

The Photographer must be able to creatively capture and edit news video while collaborating with news team on story ideas and/or pictorial essays.

**Requirements:**

- Shoot video of news events, both live and recorded for news program
- Edit material to match script prepared by MMJ, reporter, producer or executive producer
- Set up necessary equipment in order to allow transmissions of pictures or live from-the-scene reports back to the station
- Responsible for ensuring assigned equipment is returned and in good working condition
- Notify proper channel when equipment and/or vehicles malfunction
- Perform other duties as assigned

**Experience:**

## WHNT

### Fax and E-mail verification summary report for Photographer (NE)

- Bachelor's degree preferred; equivalent experience required
- 3+ years' experience as news or production photographer
- 2 years' experience in editing
- Strong background in ENG (electronic news gathering) operations
- SNG (satellite news gathering) experience preferred
- Must have valid driver's license and good driving record
- Must be able to work independently
- Must be able to work flexible schedule including nights, early mornings, holidays and weekends
- Ability to work in a rapid, fast-paced environment
- Ability to lift in excess of 50 pounds on a regular basis
- Willing to submit to a background check
- Must have unrestrictive authorization to work in the United States

Equal Employer Opportunity

#### Additional Information:

#### Contact:

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Photographer (NE)**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/11/2018 10:45:17 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/11/2018 10:01:40 AM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 6/11/2018 10:01:33 AM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/11/2018 10:01:33 AM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/11/2018 10:43:02 AM Sent: 6/11/2018 10:01:38 AM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 6/11/2018 10:01:34 AM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/11/2018 10:01:34 AM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 6/11/2018 10:01:34 AM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 6/11/2018 10:43:53 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/11/2018 10:01:41 AM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/11/2018 10:01:40 AM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/11/2018 10:01:42 AM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/11/2018 10:01:42 AM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/11/2018 10:01:32 AM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 6/11/2018 10:01:35 AM
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 6/11/2018 10:01:36 AM

**WHNT****Fax and E-mail verification summary report for Photographer (NE)**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/11/2018 10:01:36 AM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/11/2018 10:01:36 AM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/11/2018 10:01:37 AM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/11/2018 10:01:37 AM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/11/2018 10:01:35 AM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 6/11/2018 10:01:37 AM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/11/2018 10:01:31 AM

## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** October 9, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

**Reports To:** News Director

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

#### **Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

#### **Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity



## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/11/2018 10:49:52 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/11/2018 10:02:14 AM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 6/11/2018 10:02:06 AM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/11/2018 10:02:06 AM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/11/2018 10:46:20 AM Sent: 6/11/2018 10:02:12 AM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 6/11/2018 10:02:07 AM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/11/2018 10:02:07 AM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 6/11/2018 10:02:08 AM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 6/11/2018 10:48:08 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/11/2018 10:02:15 AM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/11/2018 10:02:14 AM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/11/2018 10:02:17 AM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/11/2018 10:02:16 AM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/11/2018 10:02:05 AM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 6/11/2018 10:02:09 AM
<b>30</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 6/11/2018 10:02:09 AM

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/11/2018 10:02:09 AM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/11/2018 10:02:10 AM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/11/2018 10:02:10 AM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/11/2018 10:02:11 AM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/11/2018 10:02:08 AM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 6/11/2018 10:02:11 AM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/11/2018 10:02:04 AM

## **WHNT**

### **Fax and E-mail verification summary report for Director**

**Position:** Director

**Hire Date:** May 28, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Director to work in our Huntsville location.

The Director will be responsible for the technical directing and guidance of on-air talent and studio crew in order to provide viewers with a professional-looking newscast.

**Requirements:**

- Assist with pre-show prep and post-show promotions
- Set up and operate studio cameras, monitors and teleprompter
- Verify all light fixtures, props, monitors and set pieces are in position and functioning properly
- Coordinate and communicate with show Producers and other studio crew
- Ensure proper mixing and switching of all studio and remote video sources
- Effectively supervise and assign crew members as needed
- Perform other duties as assigned

**Experience:**

- Bachelors' degree preferred; equivalent experience required
- 1-3 years directing live and taped programs
- Proficiency with Ross Overdrive automation or similar required
- Audio board experience required
- Studio production skills a plus
- Must be able to source and solve equipment problems in the studio and control room
- Must be able work independently and have a strong attention to detail
- Must be able to work under the regular pressure of live broadcasts and operational deadlines
- Must be able to work a flexible schedule, including nights, weekends, early mornings and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employer Opportunity

## **WHNT**

### **Fax and E-mail verification summary report for Director**

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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**WHNT****Fax and E-mail verification summary report for Director**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 5/9/2018 11:42:13 AM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 5/9/2018 11:41:03 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 5/9/2018 11:39:33 AM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 5/9/2018 11:39:25 AM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 5/9/2018 11:39:25 AM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 5/9/2018 11:40:45 AM Sent: 5/9/2018 11:39:30 AM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 5/9/2018 11:39:26 AM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 5/9/2018 11:39:26 AM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 5/9/2018 11:39:27 AM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 5/9/2018 11:40:53 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 5/9/2018 11:39:33 AM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 5/9/2018 11:39:32 AM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 5/9/2018 11:39:35 AM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 5/9/2018 11:39:35 AM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 5/9/2018 11:39:24 AM

**WHNT****Fax and E-mail verification summary report for Director**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 5/9/2018 11:39:27 AM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 5/9/2018 11:39:28 AM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 5/9/2018 11:39:28 AM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 5/9/2018 11:39:29 AM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 5/9/2018 11:39:29 AM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 5/9/2018 11:39:27 AM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 5/9/2018 11:39:30 AM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 5/9/2018 11:39:23 AM

## **WHNT**

### **Fax and E-mail verification summary report for Producer**

**Position:** Producer

**Hire Date:** June 4, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Producer to work in our Huntsville location.

The Producer will develop an overall style and identify for their assigned newscast with a keen focus on building the station's brand "Taking Action, Getting Results". This position will successfully produce one or more newscasts a day.

**Requirements:**

- Write, fact check, manage and approve content and teasers for air; select graphics that explain and showcase stories and reinforce station branding; copy editing
- Develop newscast content by researching and suggesting innovative story ideas; understand viewer audience; collaborate with news team to select stories for coverage
- Execute newscasts with minimal errors and meet deadlines; oversee quality control of newscast while in booth
- Write and post content for station website and social media platforms
- Respond to breaking news with a sense of urgency
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years previous news producing experience
- Demonstrated ability to track and select trending news stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including nights, early mornings, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Opportunity Employer

**Additional Information:**



## **WHNT**

### **Fax and E-mail verification summary report for Producer**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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**WHNT****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 4/30/2018 4:04:05 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 4/30/2018 4:02:54 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 4/30/2018 3:34:18 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 4/30/2018 3:34:11 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 4/30/2018 3:34:11 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 4/30/2018 4:01:43 PM Sent: 4/30/2018 3:34:16 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 4/30/2018 3:34:12 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 4/30/2018 3:34:12 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 4/30/2018 3:34:12 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 4/30/2018 4:02:07 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 4/30/2018 3:34:18 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 4/30/2018 3:34:17 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 4/30/2018 3:34:20 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 4/30/2018 3:34:20 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 4/30/2018 3:34:10 PM

**WHNT****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscce.edu	Sent: 4/30/2018 3:34:13 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 4/30/2018 3:34:14 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 4/30/2018 3:34:14 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 4/30/2018 3:34:15 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 4/30/2018 3:34:15 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 4/30/2018 3:34:13 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 4/30/2018 3:34:15 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 4/30/2018 3:34:09 PM

## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** July 9, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

WHNT is an equal opportunity employer.

**Additional Information:**

**WHNT**

**Fax and E-mail verification summary report for Reporter/MMJ**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 4/17/2018 9:35:00 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 4/17/2018 9:33:49 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 4/17/2018 9:31:16 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 4/17/2018 9:31:08 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 4/17/2018 9:31:09 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 4/17/2018 9:33:04 PM Sent: 4/17/2018 9:31:14 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 4/17/2018 9:31:10 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 4/17/2018 9:31:10 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 4/17/2018 9:31:10 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 4/17/2018 9:33:04 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 4/17/2018 9:31:16 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 4/17/2018 9:31:15 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 4/17/2018 9:31:18 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 4/17/2018 9:31:17 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 4/17/2018 9:31:07 PM

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 4/17/2018 9:31:11 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 4/17/2018 9:31:12 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 4/17/2018 9:31:12 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 4/17/2018 9:31:13 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 4/17/2018 9:31:13 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 4/17/2018 9:31:11 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 4/17/2018 9:31:13 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 4/17/2018 9:31:07 PM

## **WHNT**

### **Fax and E-mail verification summary report for Sports Anchor/Reporter**

**Position:** Sports Anchor/Reporter

**Hire Date:** June 26, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Sports Anchor/Reporter in our Huntsville location.

The Sports Anchor/Reporter must be a strong sports journalist whose stories go beyond game highlights. This person must bring energy and thrive on producing sports coverage that keeps the non-sports lover entertained!

**Requirements:**

- Develop and execute unique sports news, features and enterprise stories that will set the station apart from others and appeal to target audience
- Produce content for Twitter, Facebook and other social media sites
- Establish and maintain relationships/sources in the community in order to break local sports-related stories
- Participate in station community and promotional events
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2-3 years broadcast sports reporting experience
- Experience covering SEC sports preferred
- Knowledge of social media/online platforms
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

WHNT is an equal opportunity employer.

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)



**WHNT**

**Fax and E-mail verification summary report for Sports Anchor/Reporter**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT****Fax and E-mail verification summary report for Sports Anchor/Reporter**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 4/2/2018 12:24:05 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 4/2/2018 12:17:44 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 4/2/2018 12:17:36 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 4/2/2018 12:17:36 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 4/2/2018 12:22:10 PM Sent: 4/2/2018 12:17:41 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 4/2/2018 12:17:37 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 4/2/2018 12:17:38 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 4/2/2018 12:17:38 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 4/2/2018 12:19:49 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 4/2/2018 12:17:44 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 4/2/2018 12:17:43 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 4/2/2018 12:17:46 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 4/2/2018 12:17:46 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 4/2/2018 12:17:35 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 4/2/2018 12:17:39 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 4/2/2018 12:17:39 PM

**WHNT****Fax and E-mail verification summary report for Sports Anchor/Reporter**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 4/2/2018 12:17:40 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 4/2/2018 12:17:40 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 4/2/2018 12:17:40 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 4/2/2018 12:17:38 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 4/2/2018 12:17:41 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 4/2/2018 12:17:34 PM

## **WHNT**

### **Fax and E-mail verification summary report for Receptionist**

**Position:** Receptionist

**Hire Date:** April 30, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Receptionist in our Huntsville location.

The Receptionist role is a multi-purpose position that is both public-facing as well as supportive of several internal departments. This position involves a high volume of interpersonal interaction and multitasking. This person is positive, proactive and capable of maintaining a calm, solution-oriented, customer-first disposition at all times while transitioning quickly from one task to another.

**Requirements:**

- Reconcile Traffic and Program logs. In a polite, concise and timely manner, keep Master Control, Traffic and supervisors apprised of any issues that arise in the process of reconciliation
- Assign Co-Op and digital elements in Wide Orbit for all orders
- Pull and review various logs and reports as needed by station management
- Answer phones during regular station hours. Route incoming calls needing additional resources, retrieve and route overnight voicemail. Maintain a log of calls
- When needed, welcome scheduled visitors and be prepared to meet and assist unscheduled guests, including daily deliveries. Maintain messaging as needed on the lobby monitor. Maintain a log of visitors
- Provide general office support including copying, mailing and sorting, maintain employee phone lists, supply ordering and stocking, routine office equipment maintenance, etc.
- Assist with the new hire onboarding process by maintaining temporary and permanent employee badges
- Administer prize delivery when guests arrive to claim contest prizes, assure the proper documentation is filled out and delivered to the appropriate department
- Assist with internal station events including ordering of food, setting up and cleanup when required; maintain canteen cleanliness and restock daily coffee, cups, creamers, napkins, etc. Act as point of contact with canteen food vendor for troubleshooting on any issues that arise with their service
- Act as back-up support for all departments and administrative functions including scheduling news personal appearances, tours of station, etc.
- Perform other duties as assigned

**Experience:**

## **WHNT**

### **Fax and E-mail verification summary report for Receptionist**

- 2 years customer service experience required
- Experience with multiple line phone system required
- Proficient in Microsoft Office suite, email, social media platforms, mobile apps and web; as well as ability to learn station-specific software
- Positive, proactive personality
- Excellent organizational and multitasking skills
- Ability to work in a fast-paced environment
- Ability to attain notary public seal

WHNT is an Equal Opportunity Employer

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Receptionist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 3/25/2018 7:05:00 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 3/25/2018 7:01:51 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 3/25/2018 7:01:43 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 3/25/2018 7:01:44 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 3/25/2018 7:03:42 PM Sent: 3/25/2018 7:01:49 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 3/25/2018 7:01:45 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 3/25/2018 7:01:45 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 3/25/2018 7:01:45 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 3/25/2018 7:04:24 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 3/25/2018 7:01:51 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 3/25/2018 7:01:51 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 3/25/2018 7:01:53 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 3/25/2018 7:01:53 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 3/25/2018 7:01:43 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 3/25/2018 7:01:46 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 3/25/2018 7:01:47 PM

**WHNT****Fax and E-mail verification summary report for Receptionist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 3/25/2018 7:01:47 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 3/25/2018 7:01:48 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 3/25/2018 7:01:48 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 3/25/2018 7:01:46 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 3/25/2018 7:01:48 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 3/25/2018 7:01:42 PM

## **WHNT**

### **Fax and E-mail verification summary report for Digital Sales Coordinator**

**Position:** Digital Sales Coordinator

**Hire Date:** March 26, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Digital Sales Coordinator to work in our Huntsville location.

The Digital Sales Coordinator will support the sales team with digital sales efforts by demonstrating an understanding of Tribune digital products, providing support throughout the sales process, reporting on performance, and assisting with digital optimization efforts.

**Requirements:**

- Client research and development
- Attend and assist on outside sales meetings
- Work with sales assistants to enter digital orders into the billing system
- Coordinate all digital traffic including 3<sup>rd</sup> party orders; complete all digital traffic orders timely
- Monitor digital campaign performance; make optimization suggestions the sales team
- Generate and review data/reporting for client analysis as scheduled or as requested by sales team
- Independently manage workflow and ensure deadlines are met
- Work effectively with cross-functional team members on digital sales initiatives
- Maintain digital inventory tracker
- Generate and maintain sales sponsored webpage and revenue generating contests/polls/quizzes
- Maintain broad knowledge of Google Analytics and Google Certifications
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years' experience in a sales or agency environment preferred
- Demonstrated knowledge of digital media platforms
- Strong communication and interpersonal skills
- Ability to work in a rapid, fast-paced environment
- **Must be proficient with MS Office**

WHNT is an equal opportunity employer.

**Additional Information:**



## **WHNT**

### **Fax and E-mail verification summary report for Digital Sales Coordinator**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Digital Sales Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 2/1/2018 3:59:10 PM
<b>3</b>	<b>Alabama State University</b> Fax: 1-334-229-4985	Sent: 2/1/2018 3:58:44 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 2/1/2018 3:55:02 PM
<b>5</b>	<b>Athens State Univ</b> E-mail: Laura.allen@athens.edu	Sent: 2/1/2018 3:54:56 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 2/1/2018 3:54:56 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 2/1/2018 3:54:56 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 2/1/2018 3:57:52 PM Sent: 2/1/2018 3:55:00 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 2/1/2018 3:54:57 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 2/1/2018 3:54:57 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 2/1/2018 3:54:57 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 2/1/2018 3:57:50 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 2/1/2018 3:55:02 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 2/1/2018 3:55:02 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 2/1/2018 3:55:04 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 2/1/2018 3:55:04 PM

**WHNT****Fax and E-mail verification summary report for Digital Sales Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 2/1/2018 3:54:54 PM
<b>28</b>	<b>News Star World</b> Fax: 318-362-0225	Sent: 2/1/2018 3:56:57 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 2/1/2018 3:54:58 PM
<b>30</b>	<b>Oakwood University</b> Fax: 1-256-726-7139	Sent: 2/1/2018 3:56:53 PM
<b>32</b>	<b>Radio Online</b> Fax: 806-352-3677	Sent: 2/1/2018 3:57:47 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 2/1/2018 3:54:59 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 2/1/2018 3:54:59 PM
<b>38</b>	<b>Troy State</b> Fax: 1-334-448-5205	Sent: 2/1/2018 3:58:51 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 2/1/2018 3:54:59 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 2/1/2018 3:55:00 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 2/1/2018 3:54:58 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 2/1/2018 3:55:00 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 2/1/2018 3:54:53 PM

## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** March 12, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

WHNT is an equal opportunity employer.

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**WHNT**

**Fax and E-mail verification summary report for Reporter/MMJ**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 1/6/2018 2:17:59 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 1/5/2018 4:36:59 PM
<b>5</b>	<b>Athens State Univ</b> E-mail: Laura.allen@athens.edu	Sent: 1/5/2018 4:36:53 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 1/5/2018 4:36:53 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 1/5/2018 4:36:53 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 1/6/2018 2:12:57 AM Sent: 1/5/2018 4:36:58 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 1/5/2018 4:36:54 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 1/5/2018 4:36:54 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 1/5/2018 4:36:55 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 1/6/2018 2:16:15 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 1/5/2018 4:37:00 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 1/5/2018 4:36:59 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 1/5/2018 4:37:01 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 1/5/2018 4:37:01 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 1/5/2018 4:36:52 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 1/5/2018 4:36:55 PM

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>30</b>	<b>Oakwood University</b> Fax: 1-256-726-7139	Sent: 1/6/2018 2:11:59 AM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 1/5/2018 4:36:56 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 1/5/2018 4:36:56 PM
<b>38</b>	<b>Troy State</b> Fax: 1-334-448-5205	Sent: 1/6/2018 2:14:31 AM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 1/5/2018 4:36:57 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 1/5/2018 4:36:57 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 1/5/2018 4:36:55 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 1/5/2018 4:36:57 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/5/2018 4:36:52 PM

## **WHNT**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** May 1, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

WHNT is an equal opportunity employer.

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)



**WHNT**

**Fax and E-mail verification summary report for Reporter/MMJ**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 12/27/2017 1:10:32 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 12/27/2017 12:20:54 PM
<b>5</b>	<b>Athens State Univ</b> E-mail: Laura.allen@athens.edu	Sent: 12/27/2017 12:20:45 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 12/27/2017 12:20:46 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 12/27/2017 12:20:46 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 12/27/2017 12:33:11 PM Sent: 12/27/2017 12:20:51 PM
<b>10</b>	<b>Drake Technical</b> E-mail: dana.moore@drakestate.edu	Sent: 12/27/2017 12:20:46 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 12/27/2017 12:20:47 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 12/27/2017 12:20:47 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 12/27/2017 12:20:48 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 12/27/2017 1:08:46 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 12/27/2017 12:20:54 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 12/27/2017 12:20:53 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 12/27/2017 12:20:56 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 12/27/2017 12:20:55 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 12/27/2017 12:20:44 PM

**WHNT****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 12/27/2017 12:20:48 PM
<b>30</b>	<b>Oakwood University</b> Fax: 1-256-726-7139	Sent: 12/27/2017 12:32:20 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 12/27/2017 12:20:49 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 12/27/2017 12:20:50 PM
<b>38</b>	<b>Troy State</b> Fax: 1-334-448-5205	Sent: 12/27/2017 12:34:46 PM
<b>39</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 12/27/2017 12:20:53 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 12/27/2017 12:20:50 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 12/27/2017 12:20:51 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 12/27/2017 12:20:48 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 12/27/2017 12:20:51 PM
<b>46</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 12/27/2017 12:20:44 PM

## **WHNT**

### **Fax and E-mail verification summary report for Account Executive**

**Position:** Account Executive

**Hire Date:** March 12, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for an experienced Account Executive to work in our Huntsville location.

The Account Executive is responsible for the development of new & digital business for WHNT. This role will work aggressively to develop action plans that will add value and enhance profitability.

**Requirements:**

- Develop and maintain direct relationships with agencies and clients while driving advertising revenue to achieve target goals
- Responsible for building new relationships through lead generation, cold calling, research and networking to secure new accounts
- Understand and interpret business objectives and advertising strategies of clients in order to help them achieve those objectives through effective use of media
- Prepare, schedule and deliver sales presentations
- Collaborate with internal cross-functional departments to coordinate the purchase of advertising time, placement of the schedule, and availability of production material
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-3 years' experience in sales
- Online/digital sales experience preferred
- Strong communication skills
- Excellent negotiation and customer service skills
- Demonstrated ability to close new business
- Ability to work in a rapid, fast-paced environment
- Must be proficient with MS Office

WHNT is an equal opportunity employer.

**Additional Information:**

## **WHNT**

### **Fax and E-mail verification summary report for Account Executive**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Account Executive**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 11/21/2017 7:18:17 PM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 11/21/2017 2:30:39 PM
<b>5</b>	<b>Athens State Univ</b> E-mail: Laura.allen@athens.edu	Sent: 11/21/2017 2:30:31 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 11/21/2017 2:30:31 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 11/21/2017 2:30:32 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 11/21/2017 6:28:09 PM Sent: 11/21/2017 2:30:36 PM
<b>10</b>	<b>Drake Technical</b> E-mail: dana.moore@drakestate.edu	Sent: 11/21/2017 2:30:32 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 11/21/2017 2:30:32 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 11/21/2017 2:30:33 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 11/21/2017 2:30:33 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 11/21/2017 6:31:25 PM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 11/21/2017 2:30:39 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 11/21/2017 2:30:38 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 11/21/2017 2:30:41 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 11/21/2017 2:30:40 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 11/21/2017 2:30:30 PM

**WHNT****Fax and E-mail verification summary report for Account Executive**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscce.edu	Sent: 11/21/2017 2:30:34 PM
<b>30</b>	<b>Oakwood University</b> Fax: 1-256-726-7139	Sent: 11/21/2017 6:26:10 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 11/21/2017 2:30:35 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 11/21/2017 2:30:35 PM
<b>38</b>	<b>Troy State</b> Fax: 1-334-448-5205	Sent: 11/21/2017 6:29:26 PM
<b>39</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 11/21/2017 2:30:38 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 11/21/2017 2:30:35 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 11/21/2017 2:30:36 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 11/21/2017 2:30:34 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 11/21/2017 2:30:36 PM

## **WHNT**

### **Fax and E-mail verification summary report for Sales Assistant**

**Position:** Sales Assistant

**Hire Date:** January 8, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Sales Assistant to work in our Huntsville location.

The Sales Assistant will provide administrative support to the sales team in effort to assist with local advertising efforts.

**Requirements:**

- Support advertiser account activity by processing local orders, correspondence, make-goods and exceptions
- Assist with writing and reviewing correspondence and presentations
- Review and file sales lists, contracts and invoices
- Facilitate schedule change communication through various software systems
- Participate in research and marketing projects
- Provide back-up assistance to the Traffic department
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years' experience in a sales department preferred
- Strong communication and interpersonal skills
- Ability to work in a rapid, fast-paced environment
- **Must be proficient with MS Office**

**WHNT is an equal opportunity employer.**

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)



**WHNT**

**Fax and E-mail verification summary report for Sales Assistant**

**WHNT****Fax and E-mail verification summary report for Sales Assistant**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 11/10/2017 4:11:00 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 11/8/2017 4:38:28 PM
<b>5</b>	<b>Athens State Univ</b> E-mail: Laura.allen@athens.edu	Sent: 11/8/2017 4:38:20 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 11/8/2017 4:38:20 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 11/8/2017 4:38:20 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> E-mail: office@getdss.net	Sent: 11/8/2017 4:38:26 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990	Sent: 11/10/2017 3:12:37 AM
<b>12</b>	<b>First Missionary Baptist Church</b> E-mail: clandry@fmbc.org	Sent: 11/8/2017 4:38:21 PM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 11/8/2017 4:38:22 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 11/8/2017 4:38:22 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 11/8/2017 4:38:22 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 11/10/2017 3:45:34 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 11/8/2017 4:38:29 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 11/8/2017 4:38:28 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 11/8/2017 4:38:31 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 11/8/2017 4:38:31 PM

**WHNT****Fax and E-mail verification summary report for Sales Assistant**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 11/8/2017 4:38:19 PM
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 11/8/2017 4:38:23 PM
<b>30</b>	<b>Oakwood University</b> Fax: 1-256-726-7139	Sent: 11/10/2017 3:13:54 AM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 11/8/2017 4:38:24 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 11/8/2017 4:38:24 PM
<b>38</b>	<b>Troy State</b> Fax: 1-334-448-5205	Sent: 11/10/2017 3:16:30 AM
<b>39</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 11/8/2017 4:38:27 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 11/8/2017 4:38:25 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 11/8/2017 4:38:25 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 11/8/2017 4:38:23 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 11/8/2017 4:38:26 PM

## **WHNT**

### **Fax and E-mail verification summary report for Digital Sales Coordinator**

**Position:** Digital Sales Coordinator

**Hire Date:** January 8, 2018

This report, generated by Broadcast1Source, verifies that WHNT used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Digital Sales Coordinator to work in our Huntsville location.

The Digital Sales Coordinator will support the sales team with digital sales efforts by demonstrating an understanding of Tribune digital products, providing support throughout the sales process, reporting on performance, and assisting with digital optimization efforts.

**Requirements:**

- Client research and development
- Attend and assist on outside sales meetings
- Work with sales assistants to enter digital orders into the billing system
- Coordinate all digital traffic including 3<sup>rd</sup> party orders; complete all digital traffic orders timely
- Monitor digital campaign performance; make optimization suggestions the sales team
- Generate and review data/reporting for client analysis as scheduled or as requested by sales team
- Independently manage workflow and ensure deadlines are met
- Work effectively with cross-functional team members on digital sales initiatives
- Maintain digital inventory tracker
- Generate and maintain sales sponsored webpage and revenue generating contests/polls/quizzes
- Maintain broad knowledge of Google Analytics and Google Certifications
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years' experience in a sales or agency environment preferred
- Demonstrated knowledge of digital media platforms
- Strong communication and interpersonal skills
- Ability to work in a rapid, fast-paced environment
- **Must be proficient with MS Office**

WHNT is an equal opportunity employer.

**Additional Information:**

**WHNT**

**Fax and E-mail verification summary report for Digital Sales Coordinator**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Cheryl Brown at [cheryl.brown@tribunemedia.com](mailto:cheryl.brown@tribunemedia.com)

**WHNT****Fax and E-mail verification summary report for Digital Sales Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>2</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 11/9/2017 6:46:23 AM
<b>4</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 11/8/2017 4:37:39 PM
<b>5</b>	<b>Athens State Univ</b> E-mail: Laura.allen@athens.edu	Sent: 11/8/2017 4:37:30 PM
<b>6</b>	<b>Birmingham Southern</b> E-mail: ploprest@bsc.edu	Sent: 11/8/2017 4:37:31 PM
<b>7</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 11/8/2017 4:37:31 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> E-mail: office@getdss.net	Sent: 11/8/2017 4:37:37 PM
<b>9</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990	Sent: 11/9/2017 6:25:39 AM
<b>13</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 11/8/2017 4:37:32 PM
<b>15</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 11/8/2017 4:37:33 PM
<b>21</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 11/8/2017 4:37:33 PM
<b>22</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 11/9/2017 6:49:43 AM
<b>23</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 11/8/2017 4:37:40 PM
<b>24</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 11/8/2017 4:37:39 PM
<b>25</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 11/8/2017 4:37:42 PM
<b>26</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 11/8/2017 4:37:41 PM
<b>27</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 11/8/2017 4:37:29 PM

**WHNT****Fax and E-mail verification summary report for Digital Sales Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>29</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 11/8/2017 4:37:34 PM
<b>30</b>	<b>Oakwood University</b> Fax: 1-256-726-7139	Sent: 11/8/2017 4:40:09 PM
<b>34</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 11/8/2017 4:37:35 PM
<b>35</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 11/8/2017 4:37:35 PM
<b>38</b>	<b>Troy State</b> Fax: 1-334-448-5205	Sent: 11/9/2017 6:44:33 AM
<b>39</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 11/8/2017 4:37:38 PM
<b>40</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 11/8/2017 4:37:36 PM
<b>41</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 11/8/2017 4:37:36 PM
<b>42</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 11/8/2017 4:37:34 PM
<b>43</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 11/8/2017 4:37:37 PM

Interview Recruitment Source Report

From: Huntsville,AL

Interview Recruitment Source Report from 11/1/2017 - 11/30/2018

Please note that the recruitment source used for hiring is bolded in the text below

Job ID: 53951

Job Title: Graphic Designer/Digital Media Specialist

Job Opening Period: 6/27/2017 - 7/27/2017

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	10/13/2017	No		TribuneMediaCareers.com
REDACTED	10/12/2017	No		Indeed
REDACTED	10/9/2017	No		TribuneMediaCareers.com
REDACTED	10/9/2017	Yes	11/13/2017	<B>Indeed
REDACTED	10/5/2017	No		Tribune - Intranet/Career
REDACTED	9/28/2017	No		Indeed
REDACTED	9/27/2017	No		Indeed
REDACTED	9/26/2017	No		Indeed
REDACTED	7/6/2017	No		Indeed

Job ID: 57808

Job Title: Digital Sales Coordinator

Job Opening Period: 11/2/2017 - 12/2/2017

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	11/15/2017	No		Linked In
REDACTED	11/15/2017	Yes	1/8/2018	<B>Linked In
REDACTED	11/15/2017	No		Employee Referral



Job ID: 57942

Job Title: Sales Assistant

Job Opening Period: 11/8/2017 - 12/8/2017

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	11/28/2017	No		Indeed
REDACTED	11/28/2017	No		Linked In
REDACTED	11/28/2017	No		Job Board
REDACTED	11/27/2017	No		Job Board
REDACTED	11/27/2017	No		Job Board
REDACTED	11/27/2017	No		Job Board
REDACTED	11/14/2017	Yes	1/8/2018	<B>Employee Referral

Job ID: 58264

Job Title: Account Executive

Job Opening Period: 11/17/2017 - 12/17/2017

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	2/9/2018	No		WHNT TV
REDACTED	2/9/2018	No		TribuneMediaCareers.com
REDACTED	2/6/2018	No		TribuneMediaCareers.com
REDACTED	2/6/2018	No		WHNT TV
REDACTED	1/30/2018	No		WHNT TV
REDACTED	1/29/2018	Yes	3/12/2018	<B>WHNT TV
REDACTED	1/29/2018	No		TribuneMediaCareers.com
REDACTED	1/29/2018	No		WHNT TV
REDACTED	1/28/2018	No		WHNT TV

Job ID: 59036

Job Title: Reporter/MMJ

Job Opening Period: 12/21/2017 - 1/20/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	2/22/2018	No		Employee Referral
REDACTED	2/14/2018	No		Employee Referral
REDACTED	2/7/2018	No		Employee Referral
REDACTED	1/30/2018	Yes	5/1/2018	<B>TribuneMediaCareers.com
REDACTED	1/29/2018	No		TribuneMediaCareers.com
REDACTED	1/19/2018	No		Employee Referral
REDACTED	1/18/2018	No		Employee Referral
REDACTED	1/18/2018	No		Other Source

Job ID: 59299

Job Title: Reporter/MMJ

Job Opening Period: 1/5/2018 - 2/4/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	2/14/2018	No		Employee Referral
REDACTED	2/7/2018	No		Employee Referral
REDACTED	1/30/2018	No		TribuneMediaCareers.com
REDACTED	1/29/2018	No		TribuneMediaCareers.com
REDACTED	1/19/2018	Yes	3/12/2018	<B>Other Source
REDACTED	1/19/2018	No		Employee Referral
REDACTED	1/18/2018	No		Other Source
REDACTED	1/18/2018	No		Other Source

Job ID: 60177

Job Title: Digital Sales Coordinator

Job Opening Period: 1/30/2018 - 3/1/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	3/15/2018	No		Linked In
REDACTED	3/14/2018	Yes	3/26/2018	<B>Indeed
REDACTED	3/14/2018	No		Indeed

Job ID: 61630

Job Title: Receptionist

Job Opening Period: 3/21/2018 - 4/20/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	4/12/2018	No		Indeed
REDACTED	4/12/2018	No		Indeed
REDACTED	4/12/2018	No		Indeed
REDACTED	4/11/2018	No		TribuneMediaCareers.com
REDACTED	4/11/2018	No		Indeed
REDACTED	4/11/2018	No		Employee Referral
REDACTED	4/10/2018	No		Indeed
REDACTED	4/10/2018	No		Employee Referral
REDACTED	4/9/2018	No		Indeed
REDACTED	4/9/2018	Yes	4/30/2018	<B>Indeed

Job ID: 62268

Job Title: Reporter/MMJ

Job Opening Period: 3/28/2018 - 4/27/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	6/14/2018	No		WHNT TV
REDACTED	6/14/2018	Yes	7/9/2018	<B>Recruiter
REDACTED	5/3/2018	No		TribuneMediaCareers.com

Job ID: 61900

Job Title: Sports Anchor/Reporter

Job Opening Period: 3/30/2018 - 4/29/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	5/16/2018	No		Employee Referral
REDACTED	5/3/2018	Yes	6/26/2018	<B>TribuneMediaCareers.com

Job ID: 62644

Job Title: Producer

Job Opening Period: 4/27/2018 - 5/27/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	4/2/2018	No		Job Fair
REDACTED	3/30/2018	Yes	6/4/2018	<B>Job Fair
REDACTED	3/30/2018	No		TribuneMediaCareers.com
REDACTED	3/30/2018	No		WHNT TV
REDACTED	3/28/2018	No		Job Fair

Job ID: 62886

Job Title: Director

Job Opening Period: 5/2/2018 - 6/1/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	5/16/2018	No		Indeed
REDACTED	5/15/2018	Yes	5/28/2018	<B>Internal Transfer/Promotion
REDACTED	5/11/2018	No		Tribune - Intranet/Career
REDACTED	5/11/2018	No		TribuneMediaCareers.com
REDACTED	5/10/2018	No		TribuneMediaCareers.com
REDACTED	5/10/2018	No		Agency Referral
REDACTED	5/9/2018	No		Tribune - Intranet/Career
REDACTED	5/9/2018	No		Employee Referral
REDACTED	5/8/2018	No		Employee Referral
REDACTED	5/2/2018	No		TribuneMediaCareers.com
REDACTED	5/1/2018	No		Employee Referral

Job ID: 63660

Job Title: Reporter/MMJ

Job Opening Period: 5/29/2018 - 6/28/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/14/2018	No		Career Fair
REDACTED	8/9/2018	Yes	10/9/2018	Career Fair
REDACTED	8/7/2018	No		TribuneMediaCareers.com
REDACTED	7/27/2018	No		Career Fair

Job ID: 63808

Job Title: Photographer (NE)

Job Opening Period: 6/1/2018 - 7/1/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	5/15/2018	Yes	6/7/2018	<B>Internal Transfer/Promotion

Job ID: 63983

Job Title: Executive Producer, Digital

Job Opening Period: 6/1/2018 - 7/1/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	6/25/2018	Yes	7/9/2018	<B>Internal Transfer/Promotion
REDACTED	6/22/2018	No		Indeed
REDACTED	6/12/2018	No		Employee Referral

Job ID: 64157

Job Title: MMJ/Reporter

Job Opening Period: 6/13/2018 - 7/13/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	5/16/2018	Yes	7/9/2018	<B>Employee Referral
REDACTED	5/3/2018	No		TribuneMediaCareers.com

Job ID: 64355

Job Title: Account Executive

Job Opening Period: 6/20/2018 - 7/20/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	7/23/2018	Yes	8/27/2018	<B>Internal Transfer/Promotion
REDACTED	7/23/2018	No		Job Board
REDACTED	7/23/2018	No		WHNT TV
REDACTED	7/23/2018	No		WHNT TV
REDACTED	7/23/2018	No		TribuneMediaCareers.com
REDACTED	7/23/2018	No		Indeed
REDACTED	7/23/2018	No		WHNT TV
REDACTED	7/23/2018	No		TribuneMediaCareers.com
REDACTED	7/23/2018	No		Job Board
REDACTED	7/23/2018	No		Job Board
REDACTED	7/23/2018	No		Indeed
REDACTED	7/23/2018	No		Indeed
REDACTED	7/23/2018	No		Indeed
REDACTED	7/23/2018	No		Indeed

Job ID: 64884

Job Title: Producer, Digital Content

Job Opening Period: 7/10/2018 - 8/9/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	6/22/2018	Yes	7/16/2018	<B>WHNT TV

Job ID: 65134

Job Title: Production Technician

Job Opening Period: 7/17/2018 - 8/16/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/1/2018	No		Other Source
REDACTED	7/31/2018	No		Other Source
REDACTED	7/31/2018	No		Employee Referral
REDACTED	7/31/2018	No		Linked In
REDACTED	7/30/2018	No		Indeed
REDACTED	7/30/2018	No		Indeed
REDACTED	7/30/2018	No		TribuneMediaCareers.com
REDACTED	7/18/2018	Yes	8/16/2018	<B>Internal Transfer/Promotion

Job ID: 65822

Job Title: Sales Assistant

Job Opening Period: 8/7/2018 - 9/6/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/24/2018	No		Indeed
REDACTED	8/24/2018	No		Indeed
REDACTED	8/24/2018	No		Indeed
REDACTED	8/24/2018	No		Indeed
REDACTED	8/24/2018	No		Indeed
REDACTED	8/17/2018	No		Indeed
REDACTED	8/17/2018	No		Indeed
REDACTED	8/6/2018	Yes	9/17/2018	<B>Indeed
REDACTED	8/6/2018	No		Indeed

Job ID: 65970

Job Title: Graphic Designer

Job Opening Period: 8/14/2018 - 9/13/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	9/21/2018	No		Indeed
REDACTED	9/20/2018	No		Indeed
REDACTED	9/18/2018	Yes	10/15/2018	<B>TribuneMediaCareers.com
REDACTED	9/12/2018	No		Tribune - Intranet/Career

Job ID: 67220

Job Title: Digital Content Producer

Job Opening Period: 10/1/2018 - 10/31/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	9/11/2018	Yes	10/22/2018	<B>Employee Referral
REDACTED	8/14/2018	No		Career Fair
REDACTED	8/7/2018	No		TribuneMediaCareers.com
REDACTED	7/27/2018	No		Career Fair

Job ID: 67384

Job Title: Reporter/MMJ

Job Opening Period: 10/9/2018 - 11/8/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	11/1/2018	Yes	11/20/2018	<B>Former Employee Referral
REDACTED	10/23/2018	No		TribuneMediaCareers.com
REDACTED	9/26/2018	No		WHNT TV
REDACTED	9/26/2018	No		Employee Referral
REDACTED	9/25/2018	No		Employee Referral
REDACTED	9/25/2018	No		Walk In/Self-Referral



**EXHIBIT 2.2**  
**(2018 – 2019 Job Vacancy Notices)**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

**Position: Reporter/Multi-Media Journalist**

**Hire Date: October 14, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

Equal Employment Opportunity

#TBMB

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 9/11/2019 1:33:42 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 9/11/2019 1:23:01 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 9/11/2019 1:22:57 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 9/11/2019 1:31:43 PM Sent: 9/11/2019 1:22:59 PM
<b>5</b>	<b>Drake Technical</b> E-mail: dana.moore@drakestate.edu	Sent: 9/11/2019 1:22:57 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 9/11/2019 1:22:57 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 9/11/2019 1:33:04 PM Sent: 9/11/2019 1:23:00 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 9/11/2019 1:23:01 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 9/11/2019 1:23:01 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 9/11/2019 1:23:02 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 9/11/2019 1:23:02 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 9/11/2019 1:22:56 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 9/11/2019 1:22:58 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 9/11/2019 1:22:58 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 9/11/2019 1:22:58 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 9/11/2019 1:22:59 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 9/11/2019 1:22:59 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 9/11/2019 1:22:57 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 9/11/2019 1:22:56 PM

**WHNT & WHDF**  
**Fax and E-mail verification summary report for Producer**

**Position: Producer**

**Hire Date: September 6, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Producer to work in our Huntsville location.

The Producer will develop an overall style and identify for their assigned newscast with a keen focus on building the station's brand "Taking Action, Getting Results". This position will successfully produce one or more newscasts a day.

**Requirements:**

- Write, fact check, manage and approve content and teasers for air; select graphics that explain and showcase stories and reinforce station branding; copy editing
- Develop newscast content by researching and suggesting innovative story ideas; understand viewer audience; collaborate with news team to select stories for coverage
- Execute newscasts with minimal errors and meet deadlines; oversee quality control of newscast while in booth
- Write and post content for station website and social media platforms
- Respond to breaking news with a sense of urgency
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years previous news producing experience
- Demonstrated ability to track and select trending news stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including nights, early mornings, weekends and holidays

Equal Employment Opportunity

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Producer**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/26/2019 4:21:36 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/26/2019 4:14:04 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/26/2019 4:13:59 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/26/2019 4:19:39 PM Sent: 8/26/2019 4:14:02 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/26/2019 4:14:00 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 8/26/2019 4:19:45 PM Sent: 8/26/2019 4:14:04 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/26/2019 4:14:05 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/26/2019 4:14:04 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/26/2019 4:14:06 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/26/2019 4:14:06 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/26/2019 4:13:58 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 8/26/2019 4:14:00 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/26/2019 4:14:01 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/26/2019 4:14:01 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/26/2019 4:14:01 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/26/2019 4:14:02 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/26/2019 4:14:00 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/26/2019 4:13:58 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** October 3, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

Equal Employment Opportunity

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**Additional Information:**

**Contact:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/MMJ**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/26/2019 4:26:10 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/26/2019 4:14:33 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/26/2019 4:14:27 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/26/2019 4:27:09 PM Sent: 8/26/2019 4:14:31 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/26/2019 4:14:28 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 8/26/2019 4:23:48 PM Sent: 8/26/2019 4:14:33 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/26/2019 4:14:34 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/26/2019 4:14:33 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/26/2019 4:14:35 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/26/2019 4:14:35 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/26/2019 4:14:26 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 8/26/2019 4:14:28 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/26/2019 4:14:29 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/26/2019 4:14:29 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/26/2019 4:14:30 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/26/2019 4:14:31 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/26/2019 4:14:28 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/26/2019 4:14:26 PM

**WHNT & WHDF**  
**Fax and E-mail verification summary report for Producer**

**Position: Producer**

**Hire Date: October 1, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Producer to work in our Huntsville location.

The Producer will develop an overall style and identify for their assigned newscast with a keen focus on building the station's brand "Taking Action, Getting Results". This position will successfully produce one or more newscasts a day.

**Requirements:**

- Write, fact check, manage and approve content and teasers for air; select graphics that explain and showcase stories and reinforce station branding; copy editing
- Develop newscast content by researching and suggesting innovative story ideas; understand viewer audience; collaborate with news team to select stories for coverage
- Execute newscasts with minimal errors and meet deadlines; oversee quality control of newscast while in booth
- Write and post content for station website and social media platforms
- Respond to breaking news with a sense of urgency
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years previous news producing experience
- Demonstrated ability to track and select trending news stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including nights, early mornings, weekends and holidays

Equal Employment Opportunity

#TBMB

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Producer**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/22/2019 12:14:55 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/22/2019 12:11:45 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/22/2019 12:11:41 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/22/2019 12:15:25 PM Sent: 8/22/2019 12:11:44 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/22/2019 12:11:41 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 8/22/2019 12:13:45 PM Sent: 8/22/2019 12:11:44 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/22/2019 12:11:45 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/22/2019 12:11:45 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/22/2019 12:11:46 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/22/2019 12:11:46 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/22/2019 12:11:40 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 8/22/2019 12:11:42 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/22/2019 12:11:42 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/22/2019 12:11:43 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/22/2019 12:11:43 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/22/2019 12:11:43 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/22/2019 12:11:42 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/22/2019 12:11:40 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** September 16, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

Equal Employment Opportunity

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**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**WHNT & WHDF**

**Fax and E-mail verification summary report for Reporter/MMJ**

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/13/2019 4:52:40 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/13/2019 4:46:21 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/13/2019 4:46:17 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/13/2019 4:51:31 PM Sent: 8/13/2019 4:46:20 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/13/2019 4:46:18 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 8/13/2019 4:50:57 PM Sent: 8/13/2019 4:46:21 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/13/2019 4:46:21 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/13/2019 4:46:21 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/13/2019 4:46:23 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/13/2019 4:46:22 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/13/2019 4:46:16 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 8/13/2019 4:46:18 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/13/2019 4:46:19 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/13/2019 4:46:19 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/13/2019 4:46:19 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/13/2019 4:46:19 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/13/2019 4:46:18 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/13/2019 4:46:16 PM

## WHNT & WHDF

### Fax and E-mail verification summary report for Associate Producer

**Position:** Associate Producer

**Hire Date:** September 2, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a **temporary** Associate Producer to work in our Huntsville location.

The Associate Producer must be a strong storyteller who brings energy and is ready to take on a challenging new opportunity! This role will excel under tight deadlines and bring bold, creative ideas for developing the newscast.

**Requirements:**

- Write, research and provide news content for air
- Collaborate with Producers, Executive Producers, Editors and the assignment desk to develop news stories
- Evaluate local, state and national/international stories using websites, Twitter, FOX/CBS/CNN/Tribune news services and wires
- Learn to fill-in produce
- Perform other duties as assigned

**Experience:**

- Bachelor's degree in Journalism or related field preferred; equivalent experience required
- 1 year of experience in a newsroom strongly preferred
- Must be able to work well under deadline pressure
- Must exhibit solid news judgment
- Must be accurate and consistent in writing ability
- Must be proactive and work well in a team environment
- Strong organizational skills
- Excellent verbal and written communication skills
- **Must be able to work flexible schedule including early mornings, evenings, holidays and/or weekends**

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**Additional Information:**

**Contact:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Associate Producer**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Associate Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 8/13/2019 4:56:29 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 8/13/2019 4:46:51 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 8/13/2019 4:46:47 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 8/13/2019 4:53:39 PM Sent: 8/13/2019 4:46:50 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 8/13/2019 4:46:48 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 8/13/2019 4:55:17 PM Sent: 8/13/2019 4:46:51 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 8/13/2019 4:46:52 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 8/13/2019 4:46:51 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 8/13/2019 4:46:53 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 8/13/2019 4:46:52 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 8/13/2019 4:46:47 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 8/13/2019 4:46:48 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 8/13/2019 4:46:49 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 8/13/2019 4:46:49 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 8/13/2019 4:46:49 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Associate Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 8/13/2019 4:46:50 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 8/13/2019 4:46:48 PM
<b>35</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 8/13/2019 4:46:50 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 8/13/2019 4:46:46 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Receptionist**

**Position:** Receptionist

**Hire Date:** October 7, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

#### **Details:**

The Administrative Assistant role is a multi-purpose position that is both public-facing as well as supportive of several internal departments. This position involves a high volume of interpersonal interaction and multitasking. This person is positive, proactive and capable of maintaining a calm, solution-oriented, customer-first disposition at all times while transitioning quickly from one task to another.

#### **Requirements:**

- Reconcile Traffic and Program logs. In a polite, concise and timely manner, keep Master Control, Traffic and supervisors apprised of any issues that arise in the process of reconciliation
- Assign Co-Op and digital elements in Wide Orbit for all orders
- Pull and review various logs and reports as needed by station management
- When needed, welcome scheduled visitors and be prepared to meet and assist unscheduled guests, including daily deliveries. Maintain messaging as needed on the lobby monitor. Maintain a log of visitors.
- Answer phones during regular station hours. Route incoming calls needing additional resources, retrieve and route overnight voicemail. Maintain a log of calls
- Provide general office support including copying, mailing and sorting, maintain employee phone lists, supply ordering and stocking, routine office equipment maintenance, etc.
- Assist with the new hire onboarding process by maintaining temporary and permanent employee badges
- Administer prize delivery when guests arrive to claim contest prizes, assure the proper documentation is filled out and delivered to the appropriate department
- Assist with internal station events including ordering of food, setting up and cleanup when required; maintain canteen cleanliness and restock daily coffee, cups, creamers, napkins, etc. Act as point of contact with canteen food vendor for troubleshooting on any issues that arise with their service
- Act as back-up support for all departments and administrative functions including scheduling news personal appearances, tours of station, etc.
- Perform other duties as assigned by station management

#### **Experience:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Receptionist**

- 2 years customer service experience required
- Experience with multiple line phone system required
- Email, computer and word processing experience required
- Positive, proactive personality
- Excellent organizational and multitasking skills
- Ability to work in a fast-paced environment
- Ability to attain notary public seal

Equal Employment Opportunity

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#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Receptionist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 7/25/2019 2:44:38 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 7/25/2019 2:40:22 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 7/25/2019 2:40:17 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 7/25/2019 2:42:25 PM Sent: 7/25/2019 2:40:20 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 7/25/2019 2:40:18 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 7/25/2019 2:42:40 PM Sent: 7/25/2019 2:40:21 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 7/25/2019 2:40:22 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 7/25/2019 2:40:22 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 7/25/2019 2:40:23 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 7/25/2019 2:40:23 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 7/25/2019 2:40:16 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 7/25/2019 2:40:18 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 7/25/2019 2:40:19 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 7/25/2019 2:40:19 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 7/25/2019 2:40:20 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Receptionist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 7/25/2019 2:40:20 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 7/25/2019 2:40:18 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 7/25/2019 2:40:16 PM

## WHNT & WHDF

### Fax and E-mail verification summary report for Administrative Assistant/Programming Coordinator

**Position: Administrative Assistant/Programming Coordinator**

**Hire Date: July 15, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

#### **Details:**

Reports to: General Manager, WHNT

The primary focus of the Administrative Assistant is to handle a wide range of administrative, executive and programming support related tasks and will be able to work independently with little supervision. The individual in this role must be exceedingly well organized, flexible and enjoy the administrative challenges of supporting key station personnel by handling correspondence, producing and filing reports and projects with tight deadlines, usually of a confidential nature. The ability to interact with staff, our clients and our viewers is crucial in this position. A high degree of professionalism and confidentiality is mandatory.

#### **Requirements:**

- Produces weekly programming schedules and updates to be distributed internally and externally
- Assists accounting department with reconciliation of program amortization and contracts
- Handles incoming and outgoing electronic communications on behalf of General Manager
- Collects and prepares data for quarterly FCC programming and children's reporting
- Prioritize and manage multiple projects and tasks on behalf of GM simultaneously
- Makes appointments, greets visitors, and maintain confidential office files/records.
- Receptionist fill-in duties as needed. Plan station-wide events/meetings/lunches, etc.
- Ensures all proper correspondence and documents are maintained in the FCC public file
- Performs other duties as assigned

#### **Experience:**

- 2-4 years' administrative and/or customer service experience required
- Experience with multiple line phone system required
- Email, computer and word processing experience required
- Positive, proactive personality
- Excellent organizational and multitasking skills
- Ability to work in a fast-paced environment

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#### **Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Administrative Assistant/Programming Coordinator**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT & WHDF****Fax and E-mail verification summary report for Administrative Assistant/Programming Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 7/9/2019 5:37:15 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 7/9/2019 5:20:10 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 7/9/2019 5:20:02 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 7/9/2019 5:32:47 PM Sent: 7/9/2019 5:20:07 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 7/9/2019 5:20:03 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 7/9/2019 5:35:36 PM Sent: 7/9/2019 5:20:10 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 7/9/2019 5:20:11 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 7/9/2019 5:20:10 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 7/9/2019 5:20:13 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 7/9/2019 5:20:13 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 7/9/2019 5:20:00 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsccl.edu	Sent: 7/9/2019 5:20:04 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 7/9/2019 5:20:05 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 7/9/2019 5:20:05 PM
<b>31</b>	<b>Univ of AL - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 7/9/2019 5:20:06 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Administrative Assistant/Programming Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 7/9/2019 5:20:07 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 7/9/2019 5:20:04 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 7/9/2019 5:20:00 PM

**WHNT & WHDF**  
**Fax and E-mail verification summary report for Reporter/MMJ**

**Position: Reporter/MMJ**  
**Hire Date: October 14, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

**Please note: This is for our Sand Mountain Bureau. The candidate will be expected to live and work in the region.** The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays

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**Additional Information:**

**WHNT & WHDF**

**Fax and E-mail verification summary report for Reporter/MMJ**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/18/2019 2:49:42 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/18/2019 2:28:18 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/18/2019 2:28:10 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/18/2019 2:46:53 PM Sent: 6/18/2019 2:28:15 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/18/2019 2:28:11 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 6/18/2019 2:48:32 PM Sent: 6/18/2019 2:28:17 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/18/2019 2:28:18 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/18/2019 2:28:17 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/18/2019 2:28:21 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/18/2019 2:28:21 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/18/2019 2:28:09 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 6/18/2019 2:28:12 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/18/2019 2:28:13 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/18/2019 2:28:13 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/18/2019 2:28:14 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/18/2019 2:28:14 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/18/2019 2:28:11 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/18/2019 2:28:08 PM

## WHNT & WHDF

### Fax and E-mail verification summary report for Weekend Meteorologist

**Position: Weekend Meteorologist**

**Hire Date: August 15, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a **weekend** Meteorologist to work in our Huntsville location.

The Meteorologist will have experience reporting on severe weather and will be able to use a broad range of technology. This position will pitch, shoot and write weather-related stories, and will utilize social media tools for expanding weather coverage.

**Requirements:**

- Present weather forecasts for broadcast and digital platforms
- Report from the field/do live shots on stories related to weather, environment, community events, etc.
- Pitch, shoot, write and edit weather/science-related stories for assigned newscasts. Utilize graphics and video as necessary to explain forecasts
- Remain informed on the latest weather data gather/delivery trends
- Respond to breaking and/or severe weather events as required
- Represent the station during community events and station-sponsored activities
- Perform other duties as assigned

**Experience:**

- Bachelor's degree in meteorology or atmospheric science preferred; equivalent experience required
- 1-2 years previous broadcast meteorology experience preferred
- AMS/NWA and/or Certified Board Meteorologist preferred
- Strong on-air presentation; must be credible, personable and passionate
- Ability to make decisions under pressure
- Excellent verbal and written communication skills
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Must be able to work a flexible schedule including nights, early mornings, weekends and holidays

Equal Employment Opportunity

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**Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Weekend Meteorologist**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Weekend Meteorologist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 6/18/2019 3:01:38 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 6/18/2019 2:30:28 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 6/18/2019 2:30:19 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 6/18/2019 2:57:53 PM Sent: 6/18/2019 2:30:25 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 6/18/2019 2:30:21 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 6/18/2019 3:00:29 PM Sent: 6/18/2019 2:30:27 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 6/18/2019 2:30:28 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 6/18/2019 2:30:28 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 6/18/2019 2:30:31 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 6/18/2019 2:30:30 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 6/18/2019 2:30:18 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 6/18/2019 2:30:22 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 6/18/2019 2:30:23 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 6/18/2019 2:30:23 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 6/18/2019 2:30:24 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Weekend Meteorologist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 6/18/2019 2:30:24 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 6/18/2019 2:30:22 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 6/18/2019 2:30:17 PM

## WHNT & WHDF

### Fax and E-mail verification summary report for Assistant Chief Engineer

**Position:** Assistant Chief Engineer

**Hire Date:** August 5, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a full-time Broadcast Engineer to work in our Huntsville, AL location.

The Broadcast Engineer will have a strong engineering background with an emphasis on speed and accuracy. The candidate will have a comfort with information technology and a passion for learning new technology in a fast-paced and challenging news operations environment.

**Requirements:**

- Develop, evaluate and purchase new technology; integrate new technology with current systems
- Support and implement new station technology; train department and other station staff as appropriate
- Maintain and repair station gear and equipment; facility maintenance
- Provide IT support for studio equipment
- Responsible for media management. Manage timing, check promos/commercials that are in Brutus
- Perform other duties as assigned

**Experience:**

- Bachelors' degree in engineering preferred; relevant work experience required
- 3-5 years' experience as a Broadcast Engineer for a broadcast television station
- Project management, communication skills, and ability delegate tasks required
- Computer literacy in Microsoft OS and Office Suites, Automation Systems, Linux and Networking
- Knowledge of Electrical Systems, UPS, and standby generators, and record keeping
- Knowledge of telephone systems and protocols including, POTS and VoIP Systems
- May be required to lift 50 pounds
- Must be able to work efficiently under deadlines and time constraints
- Must be able to work independently
- Must be able to work flexible schedule including nights, holidays and weekends

Equal Employment Opportunity

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**Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Assistant Chief Engineer**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Assistant Chief Engineer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 4/15/2019 5:07:50 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 4/15/2019 4:44:46 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 4/15/2019 4:44:39 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 4/15/2019 5:04:42 PM Sent: 4/15/2019 4:44:44 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 4/15/2019 4:44:40 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 4/15/2019 4:44:40 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 4/15/2019 5:06:03 PM Sent: 4/15/2019 4:44:45 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 4/15/2019 4:44:47 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 4/15/2019 4:44:46 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 4/15/2019 4:44:49 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 4/15/2019 4:44:48 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 4/15/2019 4:44:38 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 4/15/2019 4:44:41 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 4/15/2019 4:44:42 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 4/15/2019 4:44:42 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Assistant Chief Engineer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 4/15/2019 4:44:43 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 4/15/2019 4:44:43 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 4/15/2019 4:44:41 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 4/15/2019 4:44:37 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Assistant News Director**

**Position:** Assistant News Director

**Hire Date:** August 1, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for an Assistant News Director to work in our Huntsville location.

The Assistant News Director is a senior management position that will have direct, daily oversight of the WHNT News 19 newsroom (broadcast and digital). This person will have a strong producer background and can make decisions on daily content in a fast-paced environment.

**Requirements:**

- Manage and coordinate all aspects of newsroom operation with direct responsibility to staff scheduling, special projects and special events
- Oversight of pre-planning for daily news coverage, news specials and special assignments and work closely with broadcast and digital executive producers and content manager to ensure aggressive, competitive and compelling newscasts
- Assist with development and execution of overall editorial and promotional strategy to achieve ratings and digital goals
- Drive editorial content development and quality control for the multiple platforms of WHNT News 19; consider yourself the Chief Product Officer for WHNT News 19
- Management responsibilities include hiring, training and conducting performance evaluations
- Perform other duties as assigned

**Experience:**

## WHNT & WHDF

### Fax and E-mail verification summary report for Assistant News Director

- Bachelor's degree in journalism, communications or equivalent required
- 5+ years' experience in a news leadership position required
- Previous experience as an Executive Producer/Producer preferred
- Supervisory experience required
- Superior writing skills, news judgment and ethical decision-making required
- Capable of managing a sizable staff while making decisions under pressure
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills required

Equal Employment Opportunity

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#### Additional Information:

#### Contact:

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

#### Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

\*\*\*IMPORTANT\*\*\*

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Assistant News Director**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 3/11/2019 2:22:34 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 3/11/2019 1:51:07 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 3/11/2019 1:50:57 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 3/11/2019 2:21:00 PM Sent: 3/11/2019 1:51:03 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 3/11/2019 1:50:58 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 3/11/2019 1:50:59 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 3/11/2019 2:20:34 PM Sent: 3/11/2019 1:51:06 PM
<b>17</b>	<b>NAACP</b> E-mail: savnaacp@bellsouth.net	Sent: 3/11/2019 1:51:07 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 3/11/2019 1:51:07 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 3/11/2019 1:51:06 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 3/11/2019 1:51:10 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 3/11/2019 1:51:09 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 3/11/2019 1:50:55 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 3/11/2019 1:51:00 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 3/11/2019 1:51:01 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Assistant News Director**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 3/11/2019 1:51:01 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 3/11/2019 1:51:02 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 3/11/2019 1:51:03 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 3/11/2019 1:50:59 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 3/11/2019 1:50:54 PM

**WHNT & WHDF**  
**Fax and E-mail verification summary report for MMPA**

**Position: MMPA**

**Hire Date: March 17, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Multimedia Production Assistant to work in our Huntsville location.

**Requirements:**

- Utilize non-linear video editing systems for on-air and online content
- Run audio for live newscasts. Perform microphone checks and other duties to ensure audio coverage
- Run studio camera and/or teleprompter for live newscasts
- Post video and text content to station's website, updating station's Snapchat, Instagram, Twitter and Facebook accounts

**Experience:**

- Bachelors' degree preferred; equivalent experience required
- Proficiency with Final Cut Pro preferred
- Knowledge of television studio operations – robotic camera systems, teleprompter, audio and floor directing preferred
- Ability to work in a rapid, fast-paced environment
- Must be able to work independently and have a strong attention to detail
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including early morning, evenings, weekends and/or holidays

Equal Employment Opportunity

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

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**WHNT & WHDF**

**Fax and E-mail verification summary report for MMPA**

details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for MMPA**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 3/8/2019 6:02:26 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 3/8/2019 5:25:59 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 3/8/2019 5:25:51 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 3/8/2019 6:00:17 PM Sent: 3/8/2019 5:25:56 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 3/8/2019 5:25:52 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 3/8/2019 5:25:52 PM
<b>14</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 3/8/2019 5:25:53 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 3/8/2019 6:01:02 PM Sent: 3/8/2019 5:25:58 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 3/8/2019 5:25:59 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 3/8/2019 5:25:58 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 3/8/2019 5:26:01 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 3/8/2019 5:26:01 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 3/8/2019 5:25:50 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 3/8/2019 5:25:53 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 3/8/2019 5:25:54 PM

**WHNT & WHDF****Fax and E-mail verification summary report for MMPA**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 3/8/2019 5:25:54 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 3/8/2019 5:25:55 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 3/8/2019 5:25:55 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 3/8/2019 5:25:53 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 3/8/2019 5:25:49 PM

**WHNT & WHDF**  
**Fax and E-mail verification summary report for Photographer (NE)**

**Position: Photographer (NE)**

**Hire Date: February 24, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

Reports To: News Director

WHNT, a Tribune Broadcasting station, has an opening for a full-time Photographer to work in our Huntsville, AL location.

The Photographer must be able to creatively capture and edit news video while collaborating with news team on story ideas and/or pictorial essays.

**Requirements:**

- Shoot video of news events, both live and recorded for news program
- Edit material to match script prepared by MMJ, reporter, producer or executive producer
- Set up necessary equipment in order to allow transmissions of pictures or live from-the-scene reports back to the station
- Responsible for ensuring assigned equipment is returned and in good working condition
- Notify proper channel when equipment and/or vehicles malfunction
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 3+ years' experience as news or production photographer
- 2 years' experience in editing
- Strong background in ENG (electronic news gathering) operations
- SNG (satellite news gathering) experience preferred
- Must have valid driver's license and good driving record
- Must be able to work independently
- Must be able to work flexible schedule including nights, early mornings, holidays and weekends
- Ability to work in a rapid, fast-paced environment
- Ability to lift in excess of 50 pounds on a regular basis
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

**WHNT & WHDF**

**Fax and E-mail verification summary report for Photographer (NE)**

**Additional Information:**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT & WHDF****Fax and E-mail verification summary report for Photographer (NE)**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 1/29/2019 12:57:08 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 1/29/2019 12:37:14 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 1/29/2019 12:36:57 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 1/29/2019 12:55:13 PM Sent: 1/29/2019 12:37:08 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 1/29/2019 12:36:59 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 1/29/2019 12:37:00 PM
<b>14</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 1/29/2019 12:37:00 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 1/29/2019 12:56:11 PM Sent: 1/29/2019 12:37:12 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 1/29/2019 12:37:14 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 1/29/2019 12:37:13 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 1/29/2019 12:37:17 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 1/29/2019 12:37:17 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 1/29/2019 12:36:54 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 1/29/2019 12:37:02 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 1/29/2019 12:37:03 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Photographer (NE)**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 1/29/2019 12:37:05 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 1/29/2019 12:37:06 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 1/29/2019 12:37:07 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 1/29/2019 12:37:01 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/29/2019 12:36:53 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for MMJ/Associate Producer**

**Position:** MMJ/Associate Producer

**Hire Date:** March 13, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

Reports To: News Director

WHNT, a Tribune Broadcasting station, has an opening for an MMJ/Associate Producer to work in our Huntsville location.

The MMJ/Associate Producer must be ready to take on a challenging new opportunity! This role will MMJ 2 days a week and perform as Associate Producer 3 days a week. When assigned to the role of Associate Producer, the right candidate must be a strong storyteller who brings energy with excellent writing, spelling and grammar skills, as well as knowledge of pop culture and current events. When assigned to MMJ, the right candidate must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Write news content for on-air
- Assist with building graphics
- Assist/fill-in supervising the live on-air delivery of newscasts in the control room
- Collaborate with Producers, Executive Producers, Editors and the assignment desk to develop news stories
- Learn to fill-in produce
- Perform other duties as assigned

**Experience:**

## WHNT & WHDF

### Fax and E-mail verification summary report for MMJ/Associate Producer

- Bachelor's degree preferred; equivalent experience required
- 1 year of newsroom experience preferred
- Must be able to work well under deadline pressure
- Must exhibit solid news judgment
- Must be accurate and consistent in writing ability
- Must be proactive and work well in a team environment
- Strong organizational skills
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including early mornings, nights, weekends and holidays
- Must be willing to submit to a background check

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#TBMB

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

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**WHNT & WHDF****Fax and E-mail verification summary report for MMJ/Associate Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 1/23/2019 6:02:30 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 1/23/2019 5:50:36 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 1/23/2019 5:50:29 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 1/23/2019 6:00:29 PM Sent: 1/23/2019 5:50:34 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 1/23/2019 5:50:30 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 1/23/2019 5:50:30 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 1/23/2019 6:01:21 PM Sent: 1/23/2019 5:50:36 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 1/23/2019 5:50:37 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 1/23/2019 5:50:36 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 1/23/2019 5:50:39 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 1/23/2019 5:50:38 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 1/23/2019 5:50:28 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 1/23/2019 5:50:31 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 1/23/2019 5:50:32 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 1/23/2019 5:50:32 PM

**WHNT & WHDF****Fax and E-mail verification summary report for MMJ/Associate Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 1/23/2019 5:50:33 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 1/23/2019 5:50:33 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 1/23/2019 5:50:31 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/23/2019 5:50:27 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Director/TD**

**Position:** Director/TD

**Hire Date:** January 29, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Director to work in our Huntsville location.

The Director will be responsible for the technical directing and guidance of on-air talent and studio crew in order to provide viewers with a professional-looking newscast.

**Requirements:**

- Assist with pre-show prep and post-show promotions
- Set up and operate studio cameras, monitors and teleprompter
- Verify all light fixtures, props, monitors and set pieces are in position and functioning properly
- Coordinate and communicate with show Producers and other studio crew
- Ensure proper mixing and switching of all studio and remote video sources
- Effectively supervise and assign crew members as needed
- Perform other duties as assigned

**Experience:**

- Bachelors' degree preferred; equivalent experience required
- 1-3 years directing live and taped programs
- Proficiency with Ross Overdrive automation or similar required
- Audio board experience required
- Studio production skills a plus
- Must be able to source and solve equipment problems in the studio and control room
- Must be able work independently and have a strong attention to detail
- Must be able to work under the regular pressure of live broadcasts and operational deadlines
- Must be able to work a flexible schedule, including nights, weekends, early mornings and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

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## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Director/TD**

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT & WHDF****Fax and E-mail verification summary report for Director/TD**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 1/23/2019 6:07:33 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 1/23/2019 5:51:16 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 1/23/2019 5:51:09 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 1/23/2019 6:03:36 PM Sent: 1/23/2019 5:51:14 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 1/23/2019 5:51:10 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 1/23/2019 5:51:10 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 1/23/2019 6:06:30 PM Sent: 1/23/2019 5:51:15 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 1/23/2019 5:51:16 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 1/23/2019 5:51:15 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 1/23/2019 5:51:18 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 1/23/2019 5:51:18 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 1/23/2019 5:51:08 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 1/23/2019 5:51:11 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 1/23/2019 5:51:12 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 1/23/2019 5:51:12 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Director/TD**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 1/23/2019 5:51:13 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 1/23/2019 5:51:13 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 1/23/2019 5:51:11 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/23/2019 5:51:07 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Asst Dir, Creative Services**

**Position:** Asst Dir, Creative Services

**Hire Date:** February 24, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT News 19 has an immediate opening for an Assistant Creative Services Director. If you're both strategic and creative, love to grow talent and enjoy beating the competition, this is position for you. Apply now at <http://www.tribunemedia.com/careers/>

The Assistant Creative Services Director is a highly motivated, organized and creative individual. They are charged with helping the Creative Services Director manage day to day operations of the department, onboarding of new team members, working with Creative Services Director to produce marketing strategic action plan and help enforce its execution to grow ratings. Recruit and retain loyalists for all our platforms.

**Requirements:**

- Collaborate with Creative Services Director, General Manager and News Management developing competitive marketing strategies which align with our brand and assist with execution of those strategies
- Write, shoot and edit promos, digital ads and commercials that meet or exceed objectives of concerned parties
- Stay up-to-date on industry trends and implement new ideas into work
- Coach and nurture team members' growth
- Maintain equipment
- Monitor department's production quality and develop strategy for improvement
- Understand analytics, ratings and research and implement information into action
- Take lead on various projects and see them through to fruition
- Help grow future brand ambassadors
- Other projects as assigned

**Experience:**

## WHNT & WHDF

### Fax and E-mail verification summary report for Asst Dir, Creative Services

- Bachelor's degree preferred; equivalent experience required
- A minimum of 1 year relevant professional experience
- Understand and successfully execute writing, lighting, nonlinear and design principals
- Proficient with Final Cut X or Adobe Premiere editing systems
- Fluent in DSLR technology and cinematography
- Understand and use Adobe AfterFX
- Must maintain a valid driver's license and good driving record
- Readiness to work outside standard business hours when necessary
- Comfortably communicate with a wide variety of personalities
- Ability to work in a rapid, fast-paced environment
- Thrive under tight deadlines
- Must be able to work independently or as part of a team
- Display a positive work ethic and a high degree of integrity and professionalism

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#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

#### **Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

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**WHNT & WHDF****Fax and E-mail verification summary report for Asst Dir, Creative Services**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 1/14/2019 4:10:23 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 1/14/2019 4:06:37 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 1/14/2019 4:06:30 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 1/14/2019 4:08:16 PM Sent: 1/14/2019 4:06:35 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 1/14/2019 4:06:31 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 1/14/2019 4:06:31 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 1/14/2019 4:09:05 PM Sent: 1/14/2019 4:06:36 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 1/14/2019 4:06:37 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 1/14/2019 4:06:36 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 1/14/2019 4:06:39 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 1/14/2019 4:06:39 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 1/14/2019 4:06:29 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 1/14/2019 4:06:32 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 1/14/2019 4:06:33 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 1/14/2019 4:06:33 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Asst Dir, Creative Services**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 1/14/2019 4:06:34 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 1/14/2019 4:06:34 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 1/14/2019 4:06:32 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/14/2019 4:06:28 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Sports Anchor/Reporter**

**Position:** Sports Anchor/Reporter

**Hire Date:** January 27, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Sports Anchor/Reporter in our Huntsville location.

The Sports Anchor/Reporter must be a strong sports journalist whose stories go beyond game highlights. This person must bring energy and thrive on producing sports coverage that keeps the non-sports lover entertained!

**Requirements:**

- Develop and execute unique sports news, features and enterprise stories that will set the station apart from others and appeal to target audience
- Produce content for Twitter, Facebook and other social media sites
- Establish and maintain relationships/sources in the community in order to break local sports-related stories
- Participate in station community and promotional events
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2-3 years broadcast sports reporting experience
- Experience covering SEC sports preferred
- Knowledge of social media/online platforms
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

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**Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Sports Anchor/Reporter**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

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**WHNT & WHDF****Fax and E-mail verification summary report for Sports Anchor/Reporter**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 1/3/2019 11:37:24 AM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 1/3/2019 11:27:35 AM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 1/3/2019 11:27:28 AM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 1/3/2019 11:34:29 AM Sent: 1/3/2019 11:27:33 AM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 1/3/2019 11:27:29 AM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 1/3/2019 11:27:30 AM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 1/3/2019 11:35:27 AM Sent: 1/3/2019 11:27:35 AM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 1/3/2019 11:27:36 AM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 1/3/2019 11:27:35 AM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 1/3/2019 11:27:38 AM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 1/3/2019 11:27:37 AM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 1/3/2019 11:27:27 AM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 1/3/2019 11:27:30 AM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 1/3/2019 11:27:31 AM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 1/3/2019 11:27:31 AM



**WHNT & WHDF****Fax and E-mail verification summary report for Sports Anchor/Reporter**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 1/3/2019 11:27:32 AM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 1/3/2019 11:27:32 AM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 1/3/2019 11:27:30 AM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 1/3/2019 11:27:27 AM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Photographer**

**Position:** Photographer

**Hire Date:** January 20, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a full-time Photographer to work in our Huntsville, AL location.

The Photographer must be able to creatively capture and edit news video while collaborating with news team on story ideas and/or pictorial essays.

**Requirements:**

- Shoot video of news events, both live and recorded for news program
- Edit material to match script prepared by MMJ, reporter, producer or executive producer
- Set up necessary equipment in order to allow transmissions of pictures or live from-the-scene reports back to the station
- Responsible for ensuring assigned equipment is returned and in good working condition
- Notify proper channel when equipment and/or vehicles malfunction
- Perform other duties as assigned

**Experience:**

## WHNT & WHDF

### Fax and E-mail verification summary report for Photographer

- Bachelor's degree preferred; equivalent experience required
- 3+ years' experience as news or production photographer
- 2 years' experience in editing
- Strong background in ENG (electronic news gathering) operations
- SNG (satellite news gathering) experience preferred
- **Must pass and maintain a FAA part 107 commercial drone pilot certification**
- Must have valid driver's license and good driving record
- Must be able to work independently
- Must be able to work flexible schedule including nights, early mornings, holidays and weekends
- Ability to work in a rapid, fast-paced environment
- Ability to lift in excess of 50 pounds on a regular basis
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

#TBMB

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

#### **Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

\*\*\*IMPORTANT\*\*\*

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Photographer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 12/18/2018 12:13:30 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 12/18/2018 11:50:21 AM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 12/18/2018 11:50:13 AM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 12/18/2018 12:10:00 PM Sent: 12/18/2018 11:50:19 AM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 12/18/2018 11:50:14 AM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 12/18/2018 11:50:15 AM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 12/18/2018 12:11:02 PM Sent: 12/18/2018 11:50:21 AM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 12/18/2018 11:50:22 AM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 12/18/2018 11:50:21 AM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 12/18/2018 11:50:24 AM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 12/18/2018 11:50:24 AM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 12/18/2018 11:50:12 AM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 12/18/2018 11:50:16 AM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 12/18/2018 11:50:17 AM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 12/18/2018 11:50:17 AM

**WHNT & WHDF****Fax and E-mail verification summary report for Photographer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 12/18/2018 11:50:18 AM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 12/18/2018 11:50:18 AM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 12/18/2018 11:50:15 AM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 12/18/2018 11:50:11 AM

**WHNT & WHDF**  
**Fax and E-mail verification summary report for Producer**

**Position: Producer**

**Hire Date: January 3, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Producer to work in our Huntsville location.

The Producer will develop an overall style and identify for their assigned newscast with a keen focus on building the station's brand "Taking Action, Getting Results". This position will successfully produce one or more newscasts a day.

**Requirements:**

- Write, fact check, manage and approve content and teasers for air; select graphics that explain and showcase stories and reinforce station branding; copy editing
- Develop newscast content by researching and suggesting innovative story ideas; understand viewer audience; collaborate with news team to select stories for coverage
- Execute newscasts with minimal errors and meet deadlines; oversee quality control of newscast while in booth
- Write and post content for station website and social media platforms
- Respond to breaking news with a sense of urgency
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years previous news producing experience
- Demonstrated ability to track and select trending news stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule including nights, early mornings, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

#TBMB

**Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Producer**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 12/18/2018 12:36:38 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 12/18/2018 11:53:45 AM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 12/18/2018 11:53:37 AM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 12/18/2018 12:32:12 PM Sent: 12/18/2018 11:53:43 AM
<b>5</b>	<b>Drake Technical</b> E-mail: dana.moore@drakestate.edu	Sent: 12/18/2018 11:53:38 AM
<b>7</b>	<b>First Missionary Baptist Church</b> E-mail: clandry@fmbc.org	Sent: 12/18/2018 11:53:38 AM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 12/18/2018 11:53:38 AM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 12/18/2018 11:53:39 AM
<b>14</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 12/18/2018 11:53:39 AM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 12/18/2018 12:33:11 PM Sent: 12/18/2018 11:53:45 AM
<b>17</b>	<b>NAACP</b> E-mail: savnaacp@bellsouth.net	Sent: 12/18/2018 11:53:46 AM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 12/18/2018 11:53:46 AM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 12/18/2018 11:53:45 AM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 12/18/2018 11:53:48 AM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 12/18/2018 11:53:48 AM



**WHNT & WHDF****Fax and E-mail verification summary report for Producer**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 12/18/2018 11:53:36 AM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 12/18/2018 11:53:40 AM
<b>23</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 12/18/2018 11:53:40 AM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 12/18/2018 11:53:41 AM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 12/18/2018 11:53:41 AM
<b>30</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 12/18/2018 11:53:44 AM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 12/18/2018 11:53:42 AM
<b>32</b>	<b>University of Alabama</b> E-mail: cmgentry@sa.ua.edu	Sent: 12/18/2018 11:53:41 AM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 12/18/2018 11:53:42 AM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 12/18/2018 11:53:39 AM
<b>35</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 12/18/2018 11:53:42 AM
<b>36</b>	<b>WHNT TV</b> E-mail: deanna.medley@whnt.com	Sent: 12/18/2018 11:53:37 AM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 12/18/2018 11:53:35 AM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Digital Sales Coordinator**

**Position:** Digital Sales Coordinator

**Hire Date:** March 18, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

**Reports To:** Digital Sales Manager

WHNT, a Tribune Broadcasting station, has an opening for a Digital Sales Coordinator to work in our Huntsville location.

The Digital Sales Coordinator will support the sales team with digital sales efforts by demonstrating an understanding of Tribune digital products, providing support throughout the sales process, reporting on performance, and assisting with digital optimization efforts.

#### **Requirements:**

- Client research and development
- Attend and assist on outside sales meetings
- Work with sales assistants to enter digital orders into the billing system
- Coordinate all digital traffic including 3<sup>rd</sup> party orders; complete all digital traffic orders timely
- Monitor digital campaign performance; make optimization suggestions the sales team
- Generate and review data/reporting for client analysis as scheduled or as requested by sales team
- Independently manage workflow and ensure deadlines are met
- Work effectively with cross-functional team members on digital sales initiatives
- Maintain digital inventory tracker
- Generate and maintain sales sponsored webpage and revenue generating contests/polls/quizzes
- Maintain broad knowledge of Google Analytics and Google Certifications
- Perform other duties as assigned

#### **Experience:**

- Bachelor's degree preferred; equivalent experience required
- 1-2 years' experience in a sales or agency environment preferred
- Demonstrated knowledge of digital media platforms
- Strong communication and interpersonal skills
- Ability to work in a rapid, fast-paced environment
- **Must be proficient with MS Office**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Digital Sales Coordinator**

#### **Additional Information:**

#### **Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Digital Sales Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 11/6/2018 6:07:33 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 11/6/2018 5:25:59 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 11/6/2018 5:25:51 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 11/6/2018 6:02:28 PM Sent: 11/6/2018 5:25:57 PM
<b>5</b>	<b>Drake Technical</b> E-mail: dana.moore@drakestate.edu	Sent: 11/6/2018 5:25:51 PM
<b>7</b>	<b>First Missionary Baptist Church</b> E-mail: clandry@fmbc.org	Sent: 11/6/2018 5:25:52 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 11/6/2018 5:25:52 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 11/6/2018 5:25:52 PM
<b>14</b>	<b>Middle TN State University</b> E-mail: doneal@mtsu.edu	Sent: 11/6/2018 5:25:53 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161 E-mail: naacpmacon@cox.net	Sent: 11/6/2018 6:05:35 PM Sent: 11/6/2018 5:25:58 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 11/6/2018 5:26:00 PM
<b>17</b>	<b>NAACP</b> E-mail: savnaacp@bellsouth.net	Sent: 11/6/2018 5:26:00 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 11/6/2018 5:25:59 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 11/6/2018 5:26:02 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 11/6/2018 5:26:01 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Digital Sales Coordinator**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 11/6/2018 5:25:50 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 11/6/2018 5:25:54 PM
<b>23</b>	<b>Oakwood University</b> E-mail: spaul@oakwood.edu	Sent: 11/6/2018 5:25:54 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 11/6/2018 5:25:54 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 11/6/2018 5:25:55 PM
<b>30</b>	<b>Tuskegee University Career Development and Placement Services Center</b> E-mail: rburden@mytu.tuskegee.edu	Sent: 11/6/2018 5:25:58 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 11/6/2018 5:25:55 PM
<b>32</b>	<b>University of Alabama</b> E-mail: cmgentry@sa.ua.edu	Sent: 11/6/2018 5:25:55 PM
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 11/6/2018 5:25:56 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 11/6/2018 5:25:53 PM
<b>35</b>	<b>University of South Alabama</b> E-mail: dingram@usouthal.edu	Sent: 11/6/2018 5:25:56 PM
<b>36</b>	<b>WHNT TV</b> E-mail: deanna.medley@whnt.com	Sent: 11/6/2018 5:25:50 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 11/6/2018 5:25:49 PM

## WHNT & WHDF

### Fax and E-mail verification summary report for Reporter/Multi-Media Journalist

**Position: Reporter/Multi-Media Journalist**

**Hire Date: January 16, 2019**

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

**Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 10/19/2018 5:13:17 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 10/19/2018 4:50:01 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 10/19/2018 4:49:53 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 10/19/2018 5:11:08 PM Sent: 10/19/2018 4:49:58 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 10/19/2018 4:49:54 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 10/19/2018 4:49:55 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 10/19/2018 5:11:45 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 10/19/2018 4:50:01 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 10/19/2018 4:50:01 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 10/19/2018 4:50:03 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 10/19/2018 4:50:03 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 10/19/2018 4:49:52 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwsc.edu	Sent: 10/19/2018 4:49:56 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 10/19/2018 4:49:56 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 10/19/2018 4:49:57 PM
<b>31</b>	<b>Univ of Al - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 10/19/2018 4:49:57 PM



**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/Multi-Media Journalist**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 10/19/2018 4:49:58 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 10/19/2018 4:49:55 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 10/19/2018 4:49:51 PM

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Position:** Reporter/MMJ

**Hire Date:** January 14, 2019

This report, generated by Broadcast1Source, verifies that WHNT & WHDF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

**All recruiting agencies listed in the report below**

**Subject:** Job Notification from Broadcast1Source

**From:** contact@broadcast1source.com

**Details:**

WHNT, a Tribune Broadcasting station, has an opening for a Reporter/MMJ to work in our Huntsville location.

The Reporter/MMJ must have an engaging on-air personality and the ability to make the audience feel, learn and want to come back for more. This position will contribute to the content gathering of information for WHNT, the station websites and social media.

**Requirements:**

- Pitch unique stories that will get results and drive ratings
- Accurately report on a variety of subjects and break stories the competition doesn't have
- Shoot, edit, write and produce easy to understand news stories, including vo's, vo/sot's and packages
- Cover breaking news with a sense of urgency
- Establish and maintain relationships/sources in the community
- Produce content and video for Twitter, Facebook and other social media sites
- Perform other duties as assigned

**Experience:**

- Bachelor's degree preferred; equivalent experience required
- 2+ years MMJ experience
- Demonstrated ability to deliver compelling and promotable stories
- Strong organizational skills
- Ability to work in a rapid, fast-paced environment
- Excellent verbal and written communication skills
- Must be able to work a flexible schedule, including nights, weekends and holidays
- Must be willing to submit to a background check
- Must have unrestricted authorization to work in the United States

Equal Employment Opportunity

**Additional Information:**

## **WHNT & WHDF**

### **Fax and E-mail verification summary report for Reporter/MMJ**

**Contact:**

For consideration please apply to [www.tribunemediacareers.com](http://www.tribunemediacareers.com)

**Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

**\*\*\*IMPORTANT\*\*\***

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Emily Anderson at [eanderson@tribunemedia.com](mailto:eanderson@tribunemedia.com)

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>1</b>	<b>Alabama Broadcasters Association</b> Fax: 1-205-982-0015	Sent: 10/4/2018 4:52:44 PM
<b>2</b>	<b>Alabama State University</b> E-mail: dokeowo@alasu.edu	Sent: 10/4/2018 4:03:16 PM
<b>3</b>	<b>Calhoun Comm Coll</b> E-mail: nas@calhoun.edu	Sent: 10/4/2018 4:03:08 PM
<b>4</b>	<b>Disablity Staffing Services, Inc.</b> Fax: 1-877-335-3990 E-mail: office@getdss.net	Sent: 10/4/2018 4:49:03 PM Sent: 10/4/2018 4:03:13 PM
<b>8</b>	<b>Florida Institute of Technology</b> E-mail: career@fit.edu	Sent: 10/4/2018 4:03:09 PM
<b>9</b>	<b>Huntsville Educational TV</b> E-mail: Keith.Ward@hsv-k12.org	Sent: 10/4/2018 4:03:09 PM
<b>15</b>	<b>NAACP</b> Fax: 1-478-752-5161	Sent: 10/4/2018 4:50:28 PM
<b>16</b>	<b>NAACP</b> E-mail: thompson1856@yahoo.com	Sent: 10/4/2018 4:03:16 PM
<b>18</b>	<b>NAACP - New Orleans Branch</b> E-mail: dkingsr@aol.com	Sent: 10/4/2018 4:03:15 PM
<b>19</b>	<b>National Alliance of State Broadcasters Associations</b> E-mail: suzanstrong@nmba.org	Sent: 10/4/2018 4:03:18 PM
<b>20</b>	<b>National Association of Black College Broadcasters</b> E-mail: lojelks@aol.com	Sent: 10/4/2018 4:03:18 PM
<b>21</b>	<b>NE AL Community College</b> E-mail: whittens@nacc.edu	Sent: 10/4/2018 4:03:07 PM
<b>22</b>	<b>NW Shoals Community College</b> E-mail: moates@nwscc.edu	Sent: 10/4/2018 4:03:10 PM
<b>26</b>	<b>Stillman College</b> E-mail: jcurrie@stillman.edu	Sent: 10/4/2018 4:03:11 PM
<b>27</b>	<b>Talladega College</b> E-mail: brhoden@talladega.edu	Sent: 10/4/2018 4:03:11 PM
<b>31</b>	<b>Univ of AL - Huntsville</b> E-mail: chargerjobs@uah.edu	Sent: 10/4/2018 4:03:12 PM

**WHNT & WHDF****Fax and E-mail verification summary report for Reporter/MMJ**

<b>RS Number</b>	<b>Recruiting Source</b>	<b>Date and Time</b>
<b>33</b>	<b>University of Memphis</b> E-mail: commdept@memphis.edu	Sent: 10/4/2018 4:03:12 PM
<b>34</b>	<b>University of Montevallo</b> E-mail: jyoung3@montevallo.edu	Sent: 10/4/2018 4:03:10 PM
<b>37</b>	<b>www.mediagignow.com</b> E-mail: customerservice@mediagignow.com	Sent: 10/4/2018 4:03:06 PM

## Interview Recruitment Source Report

From: Huntsville,AL

### Interview Recruitment Source Report from 12/1/2018 - 11/30/2019

Please note that the recruitment source used for hiring is *bolded in the text below*

Job ID: 67213

Job Title: Reporter/MMJ

Job Opening Period: 9/29/2018 - 10/29/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	9/3/2018	Yes	1/14/2019	<B>TribuneMediaCareers.com

Job ID: 67492

Job Title: Reporter/Multi-Media Journalist

Job Opening Period: 10/13/2018 - 11/12/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	12/3/2018	Yes	1/16/2019	<B>TribuneMediaCareers.com

Job ID: 67833

Job Title: Digital Sales Coordinator

Job Opening Period: 10/25/2018 - 11/24/2018

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	2/20/2019	No		Linked In
REDACTED	2/18/2019	No		TribuneMediaCareers.com
REDACTED	2/18/2019	No		TribuneMediaCareers.com
REDACTED	2/15/2019	No		Indeed
REDACTED	2/15/2019	Yes	3/18/2019	<B>Indeed
REDACTED	2/14/2019	No		TribuneMediaCareers.com

Job ID: 68404

Job Title: Producer

Job Opening Period: 11/12/2018 - 1/11/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	11/20/2018	Yes	1/3/2019	<B>Employee Referral
REDACTED	11/14/2018	No		Employee Referral

Job ID: 69167

Job Title: Photographer

Job Opening Period: 12/17/2018 - 1/16/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	1/11/2019	No		Tribune - Intranet/Career
REDACTED	1/11/2019	No		Tribune - Intranet/Career
REDACTED	1/9/2019	Yes	1/20/2019	<B>Internal Transfer/Promotion
REDACTED	1/9/2019	No		Tribune - Intranet/Career

Job ID: 69478

Job Title: Sports Anchor/Reporter

Job Opening Period: 1/2/2019 - 2/1/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	1/3/2019	Yes	1/27/2019	<B>Internal Transfer/Promotion

Job ID: 69727

Job Title: Asst Dir, Creative Services

Job Opening Period: 1/1/2019 - 2/10/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	2/6/2019	No		Indeed
REDACTED	1/30/2019	Yes	2/24/2019	<B>Internal Transfer/Promotion

Job ID: 69989

Job Title: Director/TD

Job Opening Period: 1/21/2019 - 2/20/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	1/21/2019	Yes	1/29/2019	<B>Internal Transfer/Promotion

Job ID: 70056

Job Title: MMJ/Associate Producer

Job Opening Period: 1/23/2019 - 2/22/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	1/3/2019	Yes	3/13/2019	<B>TribuneMediaCareers.com

Job ID: 70205

Job Title: Photographer (NE)

Job Opening Period: 1/28/2019 - 2/27/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	2/6/2019	No		Internal Transfer/Promotion
REDACTED	2/6/2019	No		Indeed
REDACTED	2/1/2019	Yes	2/24/2019	<B>Internal Transfer/Promotion
REDACTED	1/31/2019	No		Indeed
REDACTED	1/28/2019	No		Tribune - Intranet/Career
REDACTED	1/14/2019	No		Tribune - Intranet/Career

Job ID: 71216

Job Title: MMPA

Job Opening Period: 3/4/2019 - 4/3/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	3/4/2019	Yes	3/17/2019	<B>Internal Transfer/Promotion
REDACTED	3/4/2019	No		Tribune - Intranet/Career



Job ID: 71376

Job Title: Assistant News Director

Job Opening Period: 3/8/2019 - 4/7/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	6/28/2019	No		Other Source
REDACTED	6/27/2019	Yes	8/1/2019	<B>Employee Referral
REDACTED	6/20/2019	No		Indeed
REDACTED	4/12/2019	No		Tribune - Intranet/Career
REDACTED	4/12/2019	No		Tribune - Intranet/Career
REDACTED	4/11/2019	No		TribuneMediaCareers.com
REDACTED	4/11/2019	No		Tribune - Intranet/Career
REDACTED	4/9/2019	No		Indeed
REDACTED	4/9/2019	No		TribuneMediaCareers.com
REDACTED	4/8/2019	No		TribuneMediaCareers.com

Job ID: 72374

Job Title: Assistant Chief Engineer

Job Opening Period: 4/10/2019 - 5/17/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	6/28/2019	Yes	8/5/2019	<B>Indeed

Job ID: 73908

Job Title: Weekend Meteorologist

Job Opening Period: 5/22/2019 - 7/31/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	7/3/2019	Yes	8/15/2019	<B>TribuneMediaCareers.com

Job ID: 74334

Job Title: Reporter/MMJ

Job Opening Period: 6/11/2019 - 7/11/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/1/2019	Yes	10/14/2019	<B>Indeed

Job ID: 74919

Job Title: Administrative Assistant/Programming Coordinator

Job Opening Period: 7/2/2019 - 8/1/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	7/1/2019	Yes	7/15/2019	<B>Indeed

Job ID: 75503

Job Title: Receptionist

Job Opening Period: 7/18/2019 - 8/17/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	9/11/2019	Yes	10/7/2019	<B>Indeed
REDACTED	9/9/2019	No		Linked In
REDACTED	9/9/2019	No		Indeed
REDACTED	9/9/2019	No		Indeed
REDACTED	8/28/2019	No		Indeed
REDACTED	8/27/2019	No		Indeed
REDACTED	8/26/2019	No		TribuneMediaCareers.com
REDACTED	8/26/2019	No		Indeed

Job ID: 75612

Job Title: Associate Producer

Job Opening Period: 7/26/2019 - 8/25/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/14/2019	No		Employee Referral
REDACTED	8/8/2019	No		Employee Referral
REDACTED	8/7/2019	Yes	9/2/2019	<B>Employee Referral
REDACTED	8/5/2019	No		Indeed

Job ID: 76396

Job Title: Reporter/MMJ

Job Opening Period: 8/2/2019 - 9/1/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/27/2019	Yes	10/3/2019	<B>Staffing Agency Referral
REDACTED	8/19/2019	No		Linked In
REDACTED	8/12/2019	No		Linked In

Job ID: 76111

Job Title: Reporter/MMJ

Job Opening Period: 8/12/2019 - 9/11/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/15/2019	Yes	9/16/2019	<B>Job Fair

Job ID: 76330

Job Title: Producer

Job Opening Period: 8/21/2019 - 9/20/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	9/13/2019	Yes	10/1/2019	<B>Indeed

Job ID: 76436

Job Title: Producer

Job Opening Period: 8/23/2019 - 9/22/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	8/19/2019	Yes	9/6/2019	<B>Indeed

Job ID: 76806

Job Title: Reporter/Multi-Media Journalist

Job Opening Period: 9/10/2019 - 10/10/2019

Interviewee	Interview Date	Hire Status	Hire Date	Recruitment Source Referred By
REDACTED	9/3/2019	Yes	10/14/2019	<B>Linked In

## **EXHIBIT 3.1**

**(2017 – 2018 EEO Initiative Documentation)**

< 1Q 2018 >

## AUBURN UNIVERSITY CAREER CENTER

### **Communication & Media Career Day**

*Wednesday, March 7, 2018 | Beard-Eaves Memorial Coliseum*

Alabama News Network  
Alabama Rural Ministry  
AllSouth Appliance Group  
Autism Society of Alabama  
Boone Newspapers, INC.  
Collabera  
Easterseals Camp ASCCA  
Marine Corps Officer Programs  
MELT, LLC  
Opelika-Auburn News  
Storybook Farm  
SummitMedia  
Union Bank & Trust  
Verge Pipe Media  
WAAY - TV  
WHNT News 19  
WLTZ NBC 38  
Women's Hope Medical Clinic  
WSFA  
WTVM/WXTX



### **Help Us Recycle!**

Place your name badges in the bin  
when you leave.



### **Auburn University Career Center YOUR CAREER. OUR MISSION.**

303 Martin Hall | 334.844.4744 | [career.auburn.edu](http://career.auburn.edu)

For assistance scheduling an appointment in an accessible location, please call.  
Auburn University is an equal opportunity educational institution/employer.

## WHNT NEWS 19 SPEAKERS' BUREAU REQUEST FORM

### ORGANIZATION DETAILS -

Organization Name: Challenger Middle School  
Organization Address: 13555 Chaney Thompson Road  
Organization City, State, Zip: Huntsville 35803

### CONTACT DETAILS -

Contact Name: Yvonne Holmes  
[REDACTED]  
[REDACTED]

Contact Email: Yvonne.holmes@hsv-k12.org

### SPEAKER REQUESTED - GREG SCREWS

### EVENT DETAILS -

Event Name: Career Fair  
Event Purpose: Career Fair  
(*ex: awards banquet, fundraiser*)  
Date, Day and Time of Event: Friday, April 20<sup>th</sup> / 8a-2p  
Event Location: 13555 Chaney Thompson Road  
Expected arrival time of speaker: 7:45am  
Length of time you will need speaker: For as long as possible (Event is 8a-2p)  
Expectation of speaker (*topic*): To inform 6<sup>th</sup>-8<sup>th</sup> graders about their career  
Number of people expected to attend: The entire middle school student body  
(*we require a minimum of 50 attendees*)  
School grade (*if applicable*): 6<sup>th</sup>-8<sup>th</sup> grade  
(*minimum school grade is 2nd grade*)

### DAY OF EVENT -

Yvonne Holmes [REDACTED]  
[REDACTED]  
Contact name and cell:

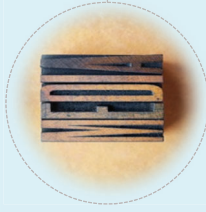
Directions to event and where to park: Driving on South Parkway, turn left on Hobbs Road. Continue to Chaney Thompson Rd and turn right. Take the second left turn on Chaney Thompson into the school campus. Park in the general parking lot.

# Internship Program

Tribune | 2014

## OUR INTERNSHIP PHILOSOPHY

Provide robust, meaningful internship experience, where students energize the workforce with fresh ideas and perspectives and in turn have the opportunity to be inspired by the passionate work that is delivered each day across Tribune Company.



### Current Program Challenges & Risks

- No common repository for documentation
- Inconsistent standards, policies, procedures, tracking
- Growing trend of unpaid interns filing suit against companies – class action lawsuits – significant settlement and legal costs
- Lack of consistency in program design and standard practices as determined by DOL
- Lack of tracking of intern hours and consecutive sessions worked - risk regarding benefit participation

### 4 Programs

- Basic Internship
  - Broadcast Station Level
  - Pays State Minimum Hourly Wage
- Corporate Internship
  - Centralized Functions
  - Pays ~\$15-\$20 p/h (based on budget & opportunity)
- Media Internship
  - TDV, TMS, Tribune Studios
  - Pays ~\$15-\$20 p/h (based on budget & opportunity)
- MBA Internship
  - Pays ~\$45-\$50 p/h (based on budget & opportunity)

### New Internship Program Benefits

- Builds Pipeline for Future Talent
- Diversity in the Workplace
- Credit towards FCC/EEO Recruitment Initiatives
- Positive Community Image
- Demonstrates Dedication to the Education of Future Workforce
- Paid Program Mitigates Risk

\*\*\*Wages to be budgeted and paid for by BU/department\*\*\*

### 4 Internship Sessions (up to 40 hrs per week – limited to 1 session per calendar year)

- Fall (8-12 Weeks - Deadline to Apply – July 15)
- Winter (4-10 Weeks - Deadline to Apply – October 15)
- Spring (8-12 Weeks - Deadline to Apply – January 15)
- Summer (8-12 Weeks - Deadline to Apply – April 15)

### Learning & Development Programs

- All L & D Programs that meets the needs of the majority of the intern population to be paid for and provided by Centralized HR
- Examples:
  - Internship Orientation Program
  - Interviewing Training
  - Resume Writing Workshops
  - Time Management
  - Building a Personal Brand (professional development)
  - Q & A Sessions with Executive Leadership via WebEx
  - Technical Skills Training

### HR Business Partner Responsibilities

- Educating managers on program and guidelines
- Ensuring budget is available
- Record keeping and documentation
- Collecting feedback for continual improvement via exit interviews

### Internship Eligibility

- Must be 18 or older and eligible to work in the US. Registered students in good standing at an accredited college or university preferred.
- Must be able to work the hours required by department.
- Students can receive university or college credit for participating in this program but need to handle paperwork involved.

### Internship Application

- Students can apply online via Tribune's career portal – [www.tribjobs.com](http://www.tribjobs.com)



## WHNT NEWS 19 SPEAKERS' BUREAU REQUEST FORM

**Organization Name::** Rotary Club of Greater Huntsville

**Organization Address::** 220 Wynn Drive

**Organization City, State, Zip::** Huntsville

**Contact Name::** Foster Perry

**Contact Phone::** [REDACTED]

**Contact Cell (if applicable)::** [REDACTED]

**Contact Email::** [REDACTED]

**WHNT News 19 Speaker Requested::** Greg Screws

**Event Name::** Rotary Club Weekly Meeting

**Event Purpose: (ex: awards banquet, fundraiser):** Weekly Members Meeting and Education

**Date, Day and Time of Event::** May 30th, Wednesday, 12-1pm

**Event Location::** 220 Wynn Drive - RFCU Atrium Center

**Expected arrival time of speaker::** 12 noon

**Length of time you will need a speaker::** 25 minutes

**Expectation of speaker (topic)::** Community Impact of local News stations

**Number of people expected to attend: (we require a minimum of 50 attendees):** 75

**School grade (if applicable)::** 70% of our members have graduate degrees

**Day of event - Contact name and cell::** Foster Perry [REDACTED]

**Directions to event and where to park::** from WHNT take Holmes Ave going west past Sparkman onto Bradford and turn left on Wynn Drive. Take first right into RFCU complex and park in front of the building on your left (The RFCU Atrium Training and Conference Center).



## Regina Tom

---

**From:** Foster Perry <foster.perry@gmail.com>  
**Sent:** Thursday, March 12, 2020 2:00 PM  
**To:** Regina Tom  
**Subject:** Greg Screws Presentation to the Rotary Club of Greater Huntsville

Hi Regina:

Yes, I can confirm that Greg made a lunchtime presentation to the Rotary Club of Greater Huntsville on May 30th, 2018 at Training and Conference Center of the main location of the Redstone Federal Credit Union at the corner of Wynn Drive and Bradford Drive. I do not recall the specifics of his presentation but I do remember him speaking.

We have speakers at every weekly luncheon at the same location.

I hope that his helps with your audit. Greg is a very good speaker by the way.

R. Foster Perry  


---

**CAUTION:** This message was sent from outside the Nexstar organization. Please do not click links or open attachments unless you recognize the sender.

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**WHNT NEWS 19 SPEAKERS' BUREAU REQUEST FORM** \*

**ORGANIZATION DETATILS**

Organization Name: Hibbett Middle School  
Event Name: 6<sup>th</sup> Grade Assembly  
Date, Day, & Time of Event: Tuesday, September 18, 2018 at 12:00pm  
Event Location: 1601 Abbleby Blvd., Florence, AL 35630

**SPEAKER REQUESTED**

**Ben Smith**

**EVENT DETAILS**

Event Purpose: Educational  
Expected Arrival Time of Speaker: 12:00pm  
Length of Time Speaker is Needed: 30min – 1hour  
Topic: Weather Safety  
Number of Attendees Expected: 300  
School Grade: 6<sup>th</sup> grade

**CONTACT DETAILS**

Contact Name: Melanie Culp  
Contact Phone: 931-722-0091  
Contact Email: meculp@florencek12.org  
Notes: School phone # 256-768-2800

## Regina Tom

---

**From:** Ben Smith  
**Sent:** Monday, March 09, 2020 2:03 PM  
**To:** Regina Tom  
**Subject:** Fw: Hibbett Middle Kids Cam 6th grade  
**Attachments:** IMG\_3154.MOV

## Ben Smith

Meteorologist CBM & NWA  
WHNT NEWS 19/WHDF - The Valley's CW  
200 Holmes Ave. NW  
Huntsville, AL 35801  
(256) 533-1919  
(205)410-7986 – cell  
[Ben.Smith@whnt.com](mailto:Ben.Smith@whnt.com)  
[whnt.com](http://whnt.com)



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---

**From:** Smith, Ben <Ben.Smith@WHNT.com>  
**Sent:** Tuesday, September 18, 2018 2:00 PM  
**To:** Brabant, Jacob <Jacob.Brabant@whnt.com>; Galloway, Drew <Drew.Galloway@WHNT.com>; Smith, Ben <Ben.Smith@WHNT.com>  
**Subject:** Hibbett Middle Kids Cam 6th grade

Please run Wednesday morning.

Ben

Get [Outlook for iOS](#)

**EXHIBIT 3.2**  
**(2018 – 2019 EEO Initiative Documentation)**

**From:** [Jerry Hayes](#)  
**To:** [Regina Tom](#); [Paul Caron](#)  
**Subject:** RE: EEO Audit  
**Date:** Friday, February 28, 2020 2:28:32 PM

---

Here's an email exchange with PeggyLee Wright from Randolph School, including me emailing her about my lost umbrella.

From: Wright, PeggyLee <[pwright@randolphschool.net](mailto:pwright@randolphschool.net)>

Sent: Thursday, February 07, 2019 1:58 PM

Subject: [EXT] The Living Library February 12th

The Living Library is only 5 days away! Thank you so very much for participating in this event. We are excited and really looking forward to having you with us! This is a big day for our middle schoolers, and we feel so fortunate to have you join us!

I have included the logistics from my previous email. If you have any questions, please do not hesitate to call me!

We have invited professionals throughout the greater Huntsville area to share their career paths with our students. Over the course of 4 afternoons, we will host over 50 professionals in the areas of medicine, first responders, military, environment, law, NASA, FBI, government, business, architecture, non-profits, entertainment, quality of life, and media.

The Human Library, also called the Living Library, is geared towards our middle school students in 5th through 8th grade. We want to give them an opportunity to meet the amazing professionals in our community, and ask questions about their careers. The format for this event is very informal, and the students will be sitting with you throughout the library.

Logistics:

The Living Library for you is Tuesday, February 12th from 1:30pm to 3:15pm. If you need to arrive earlier due to equipment or presentation set up, please let me know and I will ensure you have access to our facilities. We have decided to move the event to the Middle School Library on the Drake Campus (1005 Drake Ave, 35802). Once you have parked, please come to the middle school office for check-in. We will have folks to greet you and assist.

- Students will come to the library to "check-out" our professionals. There will be approximately 6-8 groups of students (10 students each group) coming through (think of a round-robin format). Each group of students will have approximately 10 minutes to hear from a professional, have Q&A, etc., and then rotate to the next professional.
- You can expect to have about 6-8 rotations for the duration of the event.
- You can certainly bring any material, handouts, presentations, equipment, etc. that you wish. If you will be doing a powerpoint or video presentation of some kind, please bring a computer with you.
- There will be light snacks and drinks available to you.

I cannot wait to see you! Our students are excited to for this Living Library, and we are so appreciative to you for participating. Have a wonderful week, and please let me know if I can be of assistance in any way!

It's a good day to have a good day!

PeggyLee Wright

Director of Strategic Relations – Randolph School



## **Careers in Communications & Media Week**

### **Alabama A&M University**

### **April 2-4, 2019**

Communications and media careers transcend industry. Jobs in the creative sectors are seeing significant changes. Social and digital media are reshaping the world of journalism, marketing and communications. Technology is expanding opportunities in marketing and communications positions.

Nearly every organization, whether for-profit or non-profit, has a need for media, communications, advertising, marketing, public relations or journalism professionals. Careers in Communications and Media Week will help students at Alabama A&M University to explore a range of career opportunities in media, entertainment, marketing and public relations fields.

# Careers in Communications & Media Week | April 2-4, 2019

## Alabama A&M University

### **April 2, 2019 | 12:30 p.m. - 1:45 p.m.**

New School of Business, Clyde Foster Multipurpose Room

**12:30 p.m. Welcome & Introduction of Panelists**

#### **Panelists**

**Claire Aiello**

*Vice President of Marketing & Communications, Huntsville/Madison County Chamber*

**Jenny Askins**

*Executive Vice President, Rocket City Trash Pandas*

**Lori Miller**

*Director of Research, WHNT News 19*

**1:30 p.m. Questions & Answers**

### **April 2, 2019 | 5:00 p.m. – 6:30 p.m.**

Ernest Knight Center, Reception Room

**5:00 p.m. Keynote Address & Reception**

Julian Green, Class of 1994

*Vice President of Communications & Community Affairs, Chicago Cubs*

### **April 3, 2019 | 12:00 p.m. - 1:00 p.m.**

New School of Business, Clyde Foster Multipurpose Room

**12:00 p.m. Welcome & Introduction of Panelists**

#### **Panelists**

**Kristina L. Hendrix, APR**

*Manager, Corporate Communications, Dynetics, Inc.*

**Stuart Langston**

*Production Manager, iHeart Media*

**Jamal Williams**

*Anchor, WDEF Chattanooga Morning Show*

**12:45 p.m. Questions & Answers**

**April 3, 2019 | 5:00 p.m. - 6:30 p.m.**

New School of Business, Clyde Foster Multipurpose Room

**5:00 p.m. Welcome & Introduction of Panelists**

**Panelists**

**Kenny Anderson**

*Multicultural Affairs Officer, City of Huntsville*

**Thometta Cozart**

*Health Equity Internship Program Manager, Association of State Public Health Nutritionists*

**Tiffini Grimes**

*Executive Associate Athletics Director/Chief Diversity Officer, The University of Alabama*

**Harry Hobbs, DBA, Ph.D.**

*Vice President Employee Engagement, Huntsville Utilities*

**Jamal Williams**

*Anchor, WDEF Chattanooga Morning Show*

**6:00 p.m. Questions & Answers**

**April 4, 2019 | 12:30 p.m. - 1:45 p.m.**

New School of Business, Clyde Foster Multipurpose Room

**12:30 p.m. Welcome & Introduction of Panelists**

**Panelists**

**Stuart Langston**

*Production Manager, iHeart Media*

**Margetta Thomas**

*Media Relations Specialist, HudsonAlpha Institute for Biotechnology*

**Becky Shores**

*Creative Services Director, WHNT News 19*

**David Bier**

*Senior Vice President Operations, Rocket City Trash Pandas*

**1:30 p.m. Questions & Answers**



**April 4, 2019 | 5:00 p.m. - 6:30 p.m.**

New School of Business, Clyde Foster Multipurpose Room

**5:00 p.m.**

**Welcome & Overview of Roundtable Discussions**

**Roundtable Leaders**

**Debra Daniel**

*Communications Specialist, Alabama A&M University*

**Erica Fox Washington** *(invited)*

*Program Manager, WJAB-FM/Electronic Media Communications, Alabama A&M University*

**Elvin Jenkins** *(invited)*

*Director, Electronic Media Communications, Alabama A&M University*

**Becky Shores**

*Creative Services Director, WHNT News 19*

**6:15 p.m.**

**Closing Remarks**

## **SAMPLE PANEL DISCUSSION QUESTIONS**

What do you do in your current position?

What path(s) have you taken to reach your current role?

What does marketing and communications look like at your place of employment?

What suggestions do you have for students interested in pursuing careers in this space?

What skillset is needed to succeed in this space?

## **FACE-2-FACE TIME ROUNDTABLE DISCUSSIONS**

Face-2-Face Time Roundtables provide students an opportunity to learn more about careers while expanding their professional network. Students will stop by employers' tables to get tips and to ask questions in more personalized setting. Rotations will change every 20 minutes.

## **DIRECTIONS TO ALABAMA A&M UNIVERSITY**

4900 Meridian Street, Huntsville, AL  
VISITORS' ENTRANCE – MAIN GATE

### **From Huntsville Airport – Take I-565 East Coming From I-65 South (Birmingham, AL)**

Directions: Travel I-65 North, exit onto I-565 (to Huntsville); continue through the city to Exit 20 (Oakwood Avenue). Go down the ramp, prepare to make a left turn at the traffic light onto Oakwood Avenue; get into the right lane and make a right at the first traffic light (Meridian Street). Continue North on Meridian Street until reaching the campus area. At next light, turn right onto Chase Road.

### **From I-65 North (Nashville, TN)**

Directions: Travel I-65 south, take the Ardmore, TN exit. Travel through the town of Ardmore; go across state line into Ardmore, AL (at elevated railroad tracks). Continue on AL Highway 53 (Jordan Lane) into the Huntsville city limits. At the Jordan Lane/Mastin Lake Road traffic light turn left. Proceed through several lights until reaching the Mastin Lake/Memorial Parkway traffic light. Turn left onto Memorial Parkway and continue until reaching campus area. Pass football stadium, then turn right onto Industrial Drive. Make a right turn onto Meridian Street. At second traffic light turn left onto Chase Road.

### **From I-24/US 72 East (Chattanooga, TN)**

Directions: Travel I-24 West to US 72 West (at South Pittsburg, TN), take US 72 West to just inside the Huntsville City limits. Turn right at the Moore's' Mill Road/US 72 traffic light. Continue on Moore's' Mill, go through Jordan Road traffic light, cross railroad tracks, IMMEDIATELY turn left onto Chase Road. Take Chase Road until you reach the Chase Road/Meridian Street traffic light. Turn right onto Chase Road.

### **From US 72 ALT-West (Memphis, TN)**

Directions: Travel US 72 East across Alabama State Line and continue until US 72 splits. Take US 72 ALT to Decatur, AL (US 72 ALT will merge into I-565). Continue into Huntsville on I-565; take Exit 20 (Oakwood Avenue). Going down ramp, prepare to make a left turn at the Oakwood Avenue traffic light – stay in the far right lane. On Oakwood Avenue, stay in right lane, at make a right turn onto Meridian Street and continue through several lights until reaching the campus area. Go through the Chase Road traffic light. Turn right onto Chase Road.

### **From US 431 (Gadsden, AL/Atlanta, GA)**

Directions: Travel I-20 to US 431; take a right into Oxford, AL. Go through Anniston, AL, then to Huntsville. In Huntsville, stay on US 431 until reaching Memorial Parkway Intersection. Take a right onto Memorial Parkway and carefully cross over to one of the far-left lanes. Continue through many lights until reaching Mastin Lake Road. Go through this traffic light; pass a fire station and then the University Football Stadium. Turn right onto Industrial Drive. Continue until reaching Meridian Street. Turn right onto Meridian Street and continue until reaching the first traffic light. Make a right turn onto Meridian Street. At second traffic light turn left onto Chase Road.

### **COLLEGE OF BUSINESS – New School of Business**

Directions: Enter the main gate from Chase Road. Turn right at the roundabout. As you approach the roundabout, the New School of Business will be immediately on your right. A parking lot is available adjacent to the building. Parking is prohibited along red curbsides and in reserved numbered spaces.



## ***Careers in Communications & Media Week 2019***

Permitted to park in Bond Hall, New School of Business, Health & Wellness Center, Patton Building, and/or Ernest Knight Center parking lot(s) in UN-NUMBERED parking spaces during:

# **April 1-4**

\*Parking not permitted along red or yellow curbsides

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fold along the dotted line

Display in the front windshield, on the driver's side of your vehicle.

Permitted for parking in UN-NUMBERED parking spaces.

Parking is not permitted along red or yellow curbsides.

Alabama A&M University | 4900 Meridian Street | Huntsville, Alabama 35810

Career Development Services | Patton Building, Room 101 | 256.372.5689 | [aamu.edu/cds](http://aamu.edu/cds)

## Regina Tom

---

**From:** Royer, Michael <mikeroyer@wvua23.com>  
**Sent:** Friday, March 06, 2020 3:54 PM  
**To:** Regina Tom  
**Subject:** RE: WHNT Speaking Engagement May 16, 2019

Regina,

Yes, the information you have in your report is accurate. Ivy Ervin, a graduate here at the university, spoke to my JCM 326 class in May of 2019. Ivy was a member of my class the year before and I asked her to come back and share with my current students. She spoke for about 30 minutes and took questions from my students. I wish she could visit again.

Mike Royer  
Managing Editor/WVUA23 Television  
Adjunct instructor

---

**From:** Regina Tom <RTom@nexstar.tv>  
**Sent:** Friday, March 6, 2020 3:08 PM  
**To:** Royer, Michael <mikeroyer@wvua23.com>; Royer, Michael <mikeroyer@wvua23.com>  
**Subject:** WHNT Speaking Engagement May 16, 2019

Hi Mike,

WHNT TV is being audited by the FCC in regards to our Recruiting and Outreach efforts from 2018 and 2019. According to our EEO Report, Ivy Ervin spoke to one of your classes on May 16, 2019. The FCC is requiring us to provide proof of this. Unfortunately, with the sudden passing of Ivy last year, we are unable to locate any such proof.

All we need is any email correspondence, a facebook post, a calendar posting, or even just an email from you confirming that this actually took place on that date.

Would you be able to provide that for us?

Please let me know.

Thank you!

## Regina Tom

Business Analyst / HR Coordinator  
WHNT News 19/WHDF 15 - The Valley's CW  
200 Holmes Avenue  
Huntsville, AL 35801  
(256) 535-9217 Office  
[Regina.tom@whnt.com](mailto:Regina.tom@whnt.com)  
[whnt.com](http://whnt.com)



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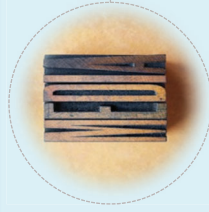
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# Internship Program

Tribune | 2014

## OUR INTERNSHIP PHILOSOPHY

Provide robust, meaningful internship experience, where students energize the workforce with fresh ideas and perspectives and in turn have the opportunity to be inspired by the passionate work that is delivered each day across Tribune Company.



### Current Program Challenges & Risks

- No common repository for documentation
- Inconsistent standards, policies, procedures, tracking
- Growing trend of unpaid interns filing suit against companies – class action lawsuits – significant settlement and legal costs
- Lack of consistency in program design and standard practices as determined by DOL
- Lack of tracking of intern hours and consecutive sessions worked - risk regarding benefit participation

### 4 Programs

- Basic Internship
  - Broadcast Station Level
  - Pays State Minimum Hourly Wage
- Corporate Internship
  - Centralized Functions
  - Pays ~\$15-\$20 p/h (based on budget & opportunity)
- Media Internship
  - TDV, TMS, Tribune Studios
  - Pays ~\$15-\$20 p/h (based on budget & opportunity)
- MBA Internship
  - Pays ~\$45-\$50 p/h (based on budget & opportunity)

### New Internship Program Benefits

- Builds Pipeline for Future Talent
- Diversity in the Workplace
- Credit towards FCC/EEO Recruitment Initiatives
- Positive Community Image
- Demonstrates Dedication to the Education of Future Workforce
- Paid Program Mitigates Risk

\*\*\*Wages to be budgeted and paid for by BU/department\*\*\*

### 4 Internship Sessions (up to 40 hrs per week – limited to 1 session per calendar year)

- Fall (8-12 Weeks - Deadline to Apply – July 15)
- Winter (4-10 Weeks - Deadline to Apply – October 15)
- Spring (8-12 Weeks - Deadline to Apply – January 15)
- Summer (8-12 Weeks - Deadline to Apply – April 15)

### Internship Eligibility

- Must be 18 or older and eligible to work in the US. Registered students in good standing at an accredited college or university preferred.
- Must be able to work the hours required by department.
- Students can receive university or college credit for participating in this program but need to handle paperwork involved.

### Learning & Development Programs

- All L & D Programs that meets the needs of the majority of the intern population to be paid for and provided by Centralized HR
- Examples:
  - Internship Orientation Program
  - Interviewing Training
  - Resume Writing Workshops
  - Time Management
  - Building a Personal Brand (professional development)
  - Q & A Sessions with Executive Leadership via WebEx
  - Technical Skills Training

### HR Business Partner Responsibilities

- Educating managers on program and guidelines
- Ensuring budget is available
- Record keeping and documentation
- Collecting feedback for continual improvement via exit interviews

### Internship Application

- Students can apply online via Tribune's career portal – [www.tribjobs.com](http://www.tribjobs.com)





Sandra Tarrant  
Tribune Media Company  
685 3rd Avenue, 30th Floor  
New York, NY - 10017  
Phone: 6465638256  
Fax:  
Email: [starrant@tribunemedia.com](mailto:starrant@tribunemedia.com)

Dear Sandra:

Thank you and welcome! This notice will serve as OFFICIAL CONFIRMATION of your exhibit space for the #NABJ19 Convention and Career Fair to be held Aug. 7-11 at the JW Marriott Turnberry Miami Resort & Spa. We are delighted that you will be a part of the Annual Career Fair!



[The Weather Authority](#)

<https://whnt.com/weather/valleywx-blog/north-sand-mountain-flat-rock-schools-kidcam/>

by: [Jason Simpson](#)

Posted: Sep 27, 2019 / 05:58 PM CDT / Updated: Sep 27, 2019 / 09:20 PM CDT

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I always have a good time when I visit Sand Mountain, but today was a special day because I got to visit two schools in one! Meet my pals from North Sand Mountain and Flat Rock Schools!

Flat Rock feeds into North Sand Mountain, so they came together with their sister school to meet me in the gym Friday morning. Several hundred students between Pre-K and Sixth Grades made it a great Friday morning, and parents, if you're wondering how your kids behave for visitors at school, they get an A+!

This part of Alabama has a long, violent history with tornadoes. We talked a lot about why we have storms and tried to remove the 'fear' of storms: replacing it with understanding of what the atmosphere is doing, why it's doing it, and having a healthy respect for what it does.

One of my favorite moments of the day came from Hannah (pictured below). She reminded me that it doesn't take a lot to make a big impact on a young mind. Sometimes just being there and being real is enough!

There were also some cool goodies involved today! This cake from Lori Burgess at the Tiny Baking Empire was fantastic!

Thank you North Sand Mountain and Flat Rock for a great Friday morning, and a special thanks to Assistant Principal Drew McNutt for the invitation to be a part of the school day with these great students!

***Want Us to Visit Your School?*** It's fun for us to get out of the office and visit with schools and social groups. Feel free to contact us through the following link (or through my social media contacts below) to set up a time for one of us to visit with your group! [WHNT News 19 Request an Anchor](#).

Looking for the forecast? It's always online at [WHNT.com/Weather](#) and in the "Daily Forecast" section on [Live Alert 19!](#)

-Jason

Connect with me!

Facebook: [Jason Simpson's Fan Page](#)

Twitter: [@simpsonwhnt](#)

**EXHIBIT 4**  
**(SEU EOE Statement Script)**

## **EOE Statement – OTA as of 10/2019**

**WHNT – TV/WHDF-TV**, Nexstar Media Group stations, are committed to a broad applicant outreach in our continuing efforts to represent our diverse community. If your organization is interested in becoming part of our recruitment list, and you distribute job information or can provide referrals as part of your regular activity, we want to hear from you. Send your request to the address below. Mail to: WHNT/WHDF HR, 200 Holmes Ave NW, Huntsville, AL 35801. Open positions can be viewed at our website [www.whnt.com](http://www.whnt.com).