

WKTV
EEO Public File Report
2/1/2021 - 1/31/2022

I. VACANCY LIST

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

Full Time Position	Recruitment Sources Used (code)	Recruitment Source Referring Hiree
Account Executive	1, 2, 3, 4, 5,7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 39, 40, 42, 43, 44, 45, 47, 51, 52, 53	42
Weekend Meteorologist	1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 34, 35, 39, 40,41, 42, 43, 44, 45	42
Account Executive	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 39, 40, 42, 43, 44, 45,47, 51, 52, 53	42
Weekend Anchor/Producer/MMJ	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 34, 35, 39, 40, 41, 42, 43, 44, 45	11
AM/Noon Meteorologist	1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 34, 35, 39, 40, 41, 42, 43, 44, 45	43
Weekend Sports Anchor	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19,20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 34, 35, 39, 40, 41, 42,43, 44, 45	11

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
1	Oneida County Veterans Services 800 Park Ave. Utica, NY 13501 (315) 798-5830	No	0
2	Working Solutions One Stop Center New York State Office Building, 1st Floor 207 Genesee Street Utica, NY 13501 Phone: (315) 793-2219 Fax: (315) 793-6340 Does_Utica@labor.state.ny.us	No	0
3	Working Solutions One Stop Center 320 N. Prospect Street Herkimer, New York 13350 Phone: (315) 867-1400 hceta@herkimercounty.org	No	0
4	Working Solutions One Stop Center 1006 Oneida Plaza Drive Oneida, New York 13421 Phone: (315) 363-2400 Fax: (315) 363-4545 madet@co.madison.ny.us	No	0
5	SUNY College at Oneonta 108 Ravine Parkway Oneonta, NY 13820 Phone: 607-436-3500	No	0
6	Lyndon State College Department of Atmospheric Sciences P. O. Box 919 Lyndonville, VT 05851 Phone: 802-626-6238 lsc-metchair@lyndonstate.edu	No	0

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
7	Herkimer County Community College Career Counseling Services 100 Reservoir Rd., RMCC 265 Herkimer, NY 13350 Phone: 315-866-0300 x8284 Fax: 315-866-0706	No	0
8	Utica School of Commerce 201 Bleecker Street Utica, NY 13501 Phone: 1-800-321-4872 Fax: 315-733-9281	No	0
9	SUNY IT Attn: Anthony Panebianco 100 Seymour Road Utica, NY 13502 Phone: 315-792-7500	No	0
10	Mohawk Valley Community College 1101 Sherman Drive Utica, NY 13501 Phone: 315-792-5400	No	0
11	Syracuse University S.I. Newhouse School of Communications Career Development Center 215 University Place Syracuse, NY 13244-2100 belichti@syr.edu	No	3
12	Penn State University Department of Meteorology 503 Walker Building University Park, PA 16802-5013 Phone: 814-865-0478 Fax: 814-865-9429 meteojobs@meteo.psu.edu	No	1

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
13	SUNY at Albany DAES-ES351 Albany, NY 12222 Phone: 518-442-4556 Fax: 518-442-5825	No	0
14	NAACP - Utica Chapter 1212 Seymour Ave. Utica, NY 13501-40061 Phone: 315-765-0983 uticanaacp@aol.com	No	0
15	NAACP - Utica Chapter 6068 Shed Road Rome, NY 13440 Phone: 315-337-0407	No	0
16	NAACP - Syracuse. P.O. Box 397 Syracuse, NY 13205 Phone: 315-422-6933	No	0
17	Mohawk Valley Community Action Agency 1721 Black River Blvd. Rome, NY 13440 Phone: 315-339-2649 Fax: 315-336-0749	No	0
18	Mohawk Valley Community Action Agency 401 E. German Street Herkimer, NY 13350 Phone: 315-866-0030 Fax: 315-866-2523	No	0
19	Mohawk Valley Community Action Agency 1100 Miller Street Utica, NY 13501 Phone: 315-733-4873 Fax: 315-733-8928	No	0
20	Hamilton College 198 College Hill Road Clinton, NY 13323 Phone: 315-859-4011	No	0

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
21	SUNY Oswego 7060 Route 104 Oswego, NY 13126-3599 Phone: 315-312-3065	No	0
22	Utica College Office of Career Services 1600 Burrstone Road Utica, NY 13502 Phone: 315-792-3087 Fax: 315-792-3370 careerservices@utica.edu	No	0
23	NYS Teamsters - Local 182 110 Lomond Court Utica, NY 13502 315-724-3111	No	0
24	MV Resource Center for Refugees 309 Genesee Street Utica, NY 13501 Phone: 315-738-1083 Fax: 315-738-1168 info@mvrer.org	No	0
25	Colgate University 13 Oak Drive. Hamilton, NY 13346 Phone: 315-228-1000	No	0
26	NYS Broadcasters Association 1805 Western Avenue Albany, NY 12203 Phone: 518-456-8888 Fax: 518-456-8943 info@nysbroadcasters.org	No	0
27	Neighborhood Center 293 Genesee Street Utica, NY 13501 Phone: 315-272-2600	No	0

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
28	Ithaca College Ithaca, NY 14850 Phone: 607-274-3590	No	0
29	Cornell University 1123 Bradfield Hall Ithaca, NY 14853 Phone: 607-255-3034	No	0
30	NYS Education Department VESID 207 Genesee Street Utica, NY 13501 Phone: 315-793-2536 Fax: 315-793-2724	No	0
31	Utica Community Action 253 Genesee Street Utica, NY 13501 Phone: 315-797-6473	No	0
32	SUNY Brockport Dept. of Earth Sciences Lennon Hall 350 New Campus Drive Brockport, NY 14420 Phone: 585-395-2636	No	0
33	Frank N. Magid & Associates, Inc. 1775 Broadway, Suite 1401 New York, NY 10019 Phone: 212-515-4520 Fax: 212-515-4540 newyork@magid.com	No	0
34	WKTV Attn: Human Resources P.O. Box 2 Utica, NY 13503 Phone: 315-733-0404	No	0
35	Station Website www.wktv.com	No	6

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
36	Regional Help Wanted www.regionalhelpwanted.com	No	0
37	Spots and Dots www.spotsndots.com	No	0
38	Magid www.magid.com	No	0
39	TV Jobs www.tvjobs.com	No	2
40	Media Line www.medialine.com	No	0
41	Society of Broadcast Engineers www.sbe.org	No	0
42	Word of Mouth	No	6
43	In-House Postings	No	1
44	Walk-In Applicants	No	0
45	Job Fairs	No	0
46	SUNY at Alfred 10 Upper College Drive Alfred, NY 14802 Phone: 607-587-4060	No	0
47	Zip Recruiter http://www.ziprecruiter.com	No	0
48	Job Rapido http://www.jobrapido.com	No	0

No.	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	Total Number of Interviewees Referred by Source During Recruiting Period
49	Staffworks 600 French Road New Hartford , NY 13413 315-735-5050	No	0
50	NewsCheckMedia LLC 24 West Lancaster Ave., Suite 205 Ardmore, PA 19003	No	0
51	Linked In http://www.linkedin.com	No	0
52	Indeed http://www.indeed.com	No	3
53	Facebook https://facebook.com	No	0
Total Number of Interviewees:			22

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On February 11, 2021, our Chief Meteorologist spoke to Spring semester Climatology students at Herkimer College about science and other education requirements for meteorological careers.
2	Participate in events or programs sponsored by educational institution/community organization relating to career opportunities in broadcasting.	On March 6, 2021, our General Manager participated in virtual resume/reel critiques open to regional college students and young professionals as part of the Journalism Association of the State of New York (JANY) State of the Field Seminar.
3	Internship Program	On March 8, 2021, our station hosted a Syracuse University student for a spring semester intern from March-May 2021. The intern was supervised by our Morning News Producer and her responsibilities included assisting anchors, reporters and producers with gathering, writing, and editing news content for broadcast and digital distribution.
4	Participation in job fairs	On March 24, 2021, our General Manager participated in a Utica College virtual Career Fair open to all students
5	Hosted a Job Fair	From April 5, 2021 through June 5, 2021, our station hosted a Virtual Job Fair on WKTV.COM.
6	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On April 7, 2021, our News Anchor/Producer spoke with Spring Semester Television Sportscast students at Utica College regarding careers in Broadcast Journalism with a concentration in Sports.
7	Participate in events or programs sponsored by educational institution/community organization relating to career opportunities in broadcasting.	On May 5, 2021, our General Sales Manager spoke to Sauquoit Optimist Club Students of the Year about careers in media sales.
8	Participate in events/programs sponsored by or on behalf of	On July 6, 2021, our Chief Meteorologist spoke to students at Waterville Central School District regarding careers in Meteorology

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
	educational institutions related to careers in broadcasting	
9	Hosted a Job Fair	From August 2, 2021 through October 3, 2021, our station hosted a Virtual Job Fair on WKTV.COM.
10	Participation in events sponsored by community groups	On August 18, 2021, our General Sales Manager participated in focus group with community leaders about new initiatives to recruit young professionals to move into the region or encourage native young professionals to return to the
11	Participate in events or programs sponsored by educational institution/community organization relating to career opportunities in broadcasting.	On September 15, 2021, our General Manager attended New York State Broadcasters Association "Serving the Public" luncheon which includes numerous area college journalists
12	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On September 17, 2021, our Chief Meteorologist spoke with Fall Semester Climatology students at Herkimer College about science and other education requirements for meteorological careers.
13	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On October 20, 2021, our AM Meteorologists met with students at Central Valley Academy regarding careers in science and meteorology including broadcast meteorology.
14	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On October 25, 2021, our Chief Meteorologist spoke with students from Holy Cross Academy in Oneida regarding careers in Meteorology.
15	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On November 10, 2021, our News Anchor/Producer speaks with Fall Semester Television Sportscast students at Utica College regarding careers in Broadcast Journalism with a concentration in Sports
16	Participation in events sponsored by community groups	On January 12, 2022, our General Manager attends meeting of Community Engagement Team with area community service, non-profit, and outreach agencies to serve all components of the community.
17	Participate in events/programs sponsored by or on behalf of educational institutions related to careers in broadcasting	On January 19, 2022, our Morning/Noon Anchor spoke with Spring Semester Communications Students at Utica College regarding careers in Broadcast Journalism.

