

WKTV
EEO Public File Report
2/1/2019 - 1/31/2020

I. Full Time Vacancies Filled During Reporting Period 2/1/2019 - 1/31/2020

Full Time Position	Recruitment Sources Used (code)	Recruitment Source for Successful Candidate (code)*
Technical Media Producer	1, 2, 3, 5, 7, 9, 10, 11,15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 42, 43, 44, 45	35
Local Sales Manager	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 42, 43, 44, 45, 47, 50, 51, 52	42
Multi-Media Journalist	1, 2, 3, 5, 7, 9, 10, 11,15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45	43
Multi-Media Journalist	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45	43
Meteorologist/MMJ	1, 2, 3, 5, 7, 9, 10, 11, 12, 13, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 32, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47	43
I.T. Engineer	1, 2, 3, 5, 7, 9, 10, 11,15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 41, 42, 43, 44, 45 46, 47, 52	52
Sales Planner	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 42, 43, 44, 45, 47, 51, 52	52
Digital Content Manager	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 33, 34, 35, 39, 40, 42, 43, 44, 45, 47	42
Technical Media Producer	1, 2, 3, 5, 7, 9, 10, 11,15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 42, 43, 44, 45	35

General Sales Manager	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 42, 43, 44, 45, 47, 50, 51, 52	43
Evening Anchor	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45	43
Technical Media Producer	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 34, 35, 39, 40, 42, 43, 44, 45	43
Weekend Sports Anchor/MMJ	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45	39
Assignment Editor/Producer	1, 2, 3, 5, 7, 9, 10, 11, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45	35

II. Recruitment Sources 2/1/2019 - 1/31/2020

Code No.	Recruitment Source (Name, Address, Contact Person, Phone Number)¹	Total Number of Interviewees Referred by Source During Recruiting Period	Entitled Source
1	Oneida County Veterans Services 800 Park Ave. Utica, NY 13501 (315) 798-5830	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	1	
3	Working Solutions One Stop Center 320 N. Prospect Street Herkimer, New York 13350 Phone: (315) 867-1400 hceta@herkimercounty.org	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	0	
5	SUNY College at Oneonta 108 Ravine Parkway Oneonta, NY 13820 Phone: 607-436-3500	0	

¹ None of the Recruitment Sources listed on this Report are entitled to a job vacancy notification.

6	Lyndon State College Department of Atmospheric Sciences P. O. Box 919 Lyndonville, VT 05851 Phone: 802-626-6238 lsc-metchair@lyndonstate.edu	0	
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	0	
8	Utica School of Commerce 201 Bleeker Street Utica, NY 13501 Phone: 1-800-321-4872 Fax: 315-733-9281	0	
9	SUNY IT Attn: Anthony Panebianco 100 Seymour Road Utica, NY 13502 Phone: 315-792-7500	0	
10	Mohawk Valley Community College 1101 Sherman Drive Utica, NY 13501 Phone: 315-792-5400	0	
11	Syracuse University S.I. Newhouse School of Communications Career Development Center 215 University Place Syracuse, NY 13244-2100 belichti@syr.edu	1	

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	0	
13	SUNY at Albany DAES-ES351 Albany, NY 12222 Phone: 518-442-4556 Fax: 518-442-5825	1	
14	NAACP - Utica Chapter 1212 Seymour Ave. Utica, NY 13501-40061 Phone: 315-765-0983 uticanaacp@aol.com	0	
15	NAACP - Utica Chapter PO Box 325 Rome, NY 13440 Phone: 315-337-0407	0	
16	NAACP - Syracuse. P.O. Box 11081 Syracuse, NY 13205 Phone: 315-422-6933	0	
17	Mohawk Valley Community Action Agency 276 Brookley Rd. Rome, NY 13440 Phone: 315-339-2649 Fax: 315-336-0749	0	
18	Mohawk Valley Community Action Agency 401 E. German Street Herkimer, NY 13350 Phone: 315-866-0030 Fax: 315-866-2523	0	

19	Mohawk Valley Community Action Agency 1100 Miller Street Utica, NY 13501 Phone: 315-733-4873 Fax: 315-733-8928	0	
20	Hamilton College 198 College Hill Road Clinton, NY 13323 Phone: 315-859-4011	0	
21	SUNY Oswego 7060 Route 104 Oswego, NY 13126-3599 Phone: 315-312-3065	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	0	
23	NYS Teamsters - Local 182 110 Lomond Court Utica, NY 13502 315-724-3111	0	
24	MV Resource Center for Refugees 309 Genesee Street Utica, NY 13501 Phone: 315-738-1083 Fax: 315-738-1168 info@mvrccr.org	0	
25	Colgate University 13 Oak Drive. Hamilton, NY 13346 Phone: 315-228-1000	0	

26	NYS Broadcasters Association 1805 Western Avenue Albany, NY 12203 Phone: 518-456-8888 Fax: 518-456-8943 info@nysbroadcasters.org	0	
27	Neighborhood Center 293 Genesee Street Utica, NY 13501 Phone: 315-272-2600	0	
28	Ithaca College Ithaca, NY 14850 Phone: 607-274-3590	0	
29	Cornell University 1123 Bradfield Hall Ithaca, NY 14853 Phone: 607-255-3034	0	
30	NYS Education Department VESID 207 Genesee Street Utica, NY 13501 Phone: 315-793-2536 Fax: 315-793-2724	0	
31	Utica Community Action 253 Genesee Street Utica, NY 13501 Phone: 315-797-6473	0	
32	SUNY Brockport Dept. of Earth Sciences Lennon Hall 350 New Campus Drive Brockport, NY 14420 Phone: 585-395-2636	1	

33	Frank N. Magid & Associates, Inc. 5825 Council Street NE Cedar Rapids, IA 52402 612-216-0753 dhagemann@magid.com	0	
34	WKTV Attn: Human Resources P.O. Box 2 Utica, NY 13503 Phone: 315-733-0404	0	
35	Station Website www.wktv.com	10	
36	Regional Help Wanted www.regionalhelpwanted.com	0	
37	Spots and Dots www.spotsndots.com	0	
38	Magid www.magid.com	0	
39	TV Jobs www.tvjobs.com	8	
40	Media Line www.medialine.com	0	
41	Society of Broadcast Engineers www.sbe.org	0	
42	Word of Mouth	8	
43	In-House Postings	15	
44	Walk-In Applicants	0	
45	Job Fairs	1	

46	SUNY at Alfred 10 Upper College Drive Alfred, NY 14802 Phone: 607-587-4060	0	
47	Zip Recruiter http://www.ziprecruiter.com	0	
48	Job Rapido http://www.jobrapido.com	0	
49	Staffworks 600 French Road New Hartford , NY 13413 315-735-5050	0	
50	NewsCheckMedia LLC 24 West Lancaster Ave., Suite 205 Ardmore, PA 19003	0	
51	Linked In http://www.linkedin.com	0	
52	Indeed http://www.indeed.com	4	
Total Number of Interviewees:		50	

III. 2019-2020 WKTV Recruitment Initiatives

February 2019:

2/5: Our meteorologist spoke at an Earth science class at Adirondack High School and discussed the field of meteorology.

2/5: Our anchor attended a career day at Frankfort-Schuyler Middle School and spoke about the field of broadcast journalism and mass media.

2/7: Hosted a student from Herkimer BOCES for a one-day job shadow. The student spent the day with our anchors and reporters, who answered questions about a career in journalism.

2/15: Hosted students from the Utica City School district for a tour of the building and question-and-answer session with news department staff.

2/20: Hosted a tour group of students from Hamilton College who are interested in a career in mass communications.

March 2019:

3/19: Hosted a group of students from Proctor High School in Utica who are part of the district's "school to work" program and are interested in jobs in the communications field.

3/26: Hosted a tour group of high school students from Oneida-Madison BOCES who are interested in a career in journalism or communications.

April 2019:

4/1: A student from the BOCES New Visions program started her spring internship. She worked in the newsroom three hours per day, two days per week through mid-June assisting the anchors and producers with producing the newscasts.

4/4: Hosted a group of students from Herkimer BOCES for a station tour and question-and-answer session about careers in the field of broadcast journalism.

4/8: Hosted a tour group from OPWDD in Herkimer, who were interested in television news and wanted to learn more about possible journalism careers.

4/10: Our news director spoke to a 4-H public policy and media class in Utica. He discussed the broadcast journalism industry and how WKTV covers local politics.

4/16: Our news director and general manager attended a NYSBA luncheon in Syracuse and networked with local college professors and prospective job applicants.

May 2019:

5/1: Hosted a student from Whitesboro High School for a one-day job shadow. The student had the opportunity to visit with our morning and noon anchors and ask questions related to their careers.

5/10: A college student began her summer internship, which lasted through mid-August. She had the opportunity to get hands-on experience by working with our anchors, reporters, and photographers on a daily basis.

5/30: Hosted a tour of clients from the Arc of Oneida-Lewis. They had the opportunity to get a behind the scenes look at the facility and ask questions of station personnel.

June 2019:

6/25: The station hosted an intern from the University at Albany for the summer, from June-August 2018. She had the opportunity to work with our morning and noon anchors and producers to receive experience writing and producing newscasts.

July 2019:

7/12: Station personnel took part in a job fair during the Boilermaker Health Expo, speaking with interested job-seekers about the benefits of a career at WKTV.

August 2019:**September 2019:**

9/25: Hosted a tour group from the OPWDD office in Herkimer. The group was able to meet with news department personnel and ask questions about their careers.

October 2019:

10/1: First day on a fall internship for a student from Whitesboro High School. The student interned with us for 4 hours per week and received hands-on training and experience by working directly with news department personnel.

10/3: A group of students from Hamilton College visited the station for a tour and meet-and-greet with station personnel. They were interested in the inner workings of a newscast and wanted to speak with news department staff.

November 2019:

11/13: A student from Hamilton College began an internship, which lasted through January 2020. He worked 5 hours per week in the sports department and assisted with coverage of local high school and college sports.

11/20: Our news director spoke to a 4-H public policy and media class in Utica. He discussed the broadcast journalism industry and how WKTV covers local politics.

11/27: Hosted students from the "Pathways to Employment" program for a station tour and questions and answer session. The students were interested in potential careers in the communications industry.

December 2019:

12/7: First day of an internship for a Whitesboro High School student, who worked 5 hours week shadowing our weekend anchor and reporters.

12/17: First day of an internship for a Utica College student, who shadowed our anchors and producers during his winter break.

January 2020:

1/28: Hosted a tour group of local Boy Scouts, who need to fill a requirement for the communications merit badges.

1/29: Hosted a tour group from the Arc of Oneida-Lewis, who showed an interest in the fields of journalism and communications.