

FEDERAL COMMUNICATIONS COMMISSION
EQUAL EMPLOYMENT OPPORTUNITY ACTIVITIES REPORT
APRIL 1, 2023 – MARCH 31, 2024
Stations: WITF-TV, WITF-FM, Harrisburg, PA

Open Positions

Attached please find a spreadsheet listing all the open positions and the recruiting sources used to fill these vacancies from the time period of April 1, 2023 through March 31, 2024. Also, please find a list of the data reflecting the total number of persons interviewed and the recruiting sources used from the time period of April 1, 2023 through March 31, 2024.

Recruiting Contacts

Attached please find a listing of the contact information for the recruiting sources used by WITF from the time period of April 1, 2023 through March 31, 2024.

Job Fairs

Individuals with significant hiring responsibility:
Alan Wadsworth, current Human Resources Director
Michaela Allamena, current Human Resources Assistant
Ted Sickler, Director of Content (LNP Media Group)

Job fairs are listed under attached Community Outreach listings.

Community Outreach

A summary of all Community Outreach activities is attached.

The purpose of the EEO Public Report form is to comply with Section 73.2080(c) (6) of the FCC's 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station: WITF and is required to be placed in the public inspection files of these stations, and posted on their websites, if they have websites.

The information contained in the Report covers the time period beginning April 1, 2023 to and including March 31, 2024.

The FCC's EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment sources utilized to fill the vacancy (including, if application, organizations entitled to notification pursuant to Section 73.2080 (c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c) (2) of the FCC rules.

Appendix 1 has been designed to provide the required information.

For the purposes of the Report, a vacancy was deemed "filled" not when the offer was extended but when the hiree accepted the job offer.

WITF Recruiting Source Contact Information
No Sources Requested for all Job Openings
For the Period Covering April 1, 2023 to March 31, 2024

Asian American Arts Alliance
29 W 38th Street, 9th Floor
New York, NY 10018
212.941.9208

Asian American Journalist Association
5 Third Street
Suite 1108
San Francisco, CA 94103

Association for LGBTQ Journalists
2120 L Street, NW Suite 850
Washington, DC 20037
202.588.9888

Black Career Women's Network
1435 Vine St #326
Cincinnati, OH 45202
513.729.9724

BlackJobs.com
Diversity City Media, Inc
440 W. San Ysidro Blvd
Suite 430968
San Ysidro, CA 92143
614.595.6063

Corporation for Public Broadcasting
401 9th Street,
NW Washington, DC 20004-2129
877.227.5511

Facebook
1 Hacker Way
Menlo Park, CA 94025

Glassdoor
50 Beale Street
San Francisco, CA 94105

Harrisburg Chamber of Commerce
3211 North Front Street, Suite 201
Harrisburg, PA 17110
717.232.4099

HBCU Connect
750 Cross Pointe Rd, Suite Q
Columbus, OH 43230
614.864.4446

Handshake
225 Bush Street, 12th Floor
San Francisco, CA 94102
handshake@m.joinhandshake.com

HispanicJobs.com
440 W. San Ysidro Blvd
1 Hacker Way
Menlo Park, CA 94025
415.857.3369

Indeed
Austin Indeed Tower (HQ)
200 West 6th Street
Floor 36
Austin, TX 78701

Investigative Reporters & Editors
109 Lee Hills Hall, Missouri School of Journalism
221 South 8th Street
Columbia, MO 65201
info@ire.org
573.882.2042

Jobcase
201 Broadway, 6th Floor
Cambridge, MA 02139
617.758.2001

Journalism Jobs
Berkeley, CA
info@journalismjobs.com
510.508.7386

LinkedIn
2029 Stierlin Court Suite 200
Mountain View, CA 94043
650.906.9456

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LNP and LancasterOnline
101 North Queen
Lancaster, PA 17603
717.291.8831

Monster
133 Boston Post Road, Building 15
Weston, MA 02493

Native American Journalists Association
395 West Lindsey St
Norman, OK 73019

National Association of Black Journalists
1100 Knight Hall, Suite 3100
College Park, MD 20742
301.405.0248

National Association of Hispanic Journalists
1050 Connecticut Ave, NW 5th Fl
Washington, DC 20036
866.624.5674

NLGJA: The National Association of LGBTQ+
Journalists
2120 L Street, Suite 850
Washington, DC 20037
press@nlgja.org
202.588.9888

The Patriot News/Pennlive.com
2020 Technology Parkway, Suite 300
Mechanicsburg, PA 17050
newstips@pennlive.com
717.255.8100

Online News Association
1111 North Capitol Street NE, Second Floor
Washington, DC 20002

support@journalists.org

PA NewsMedia Association
4000 Crums Mill Rd
Harrisburg, PA 17112
717.703.3000

People of Color in Tech
www.pocitjobs.com
No address listed on website

Podnews.net
29 Outlook Crescent
Bardon QLD 4065 Australia
+61 447 692743

Production Beast
1411 5th Street, #406
Santa Monica, CA 90401
support@productionbeast.com
323.608.0980

Public Media Journalists Association
P.O. Box 838 Sturgis, SD 57785

Radio Television Digital News Association (RTDNA)
The National Press Building
529 14th Street NW, Suite 1240
Washington, D.C. 20045
202.221.4282

Twitter
1355 Market St #900
San Francisco, CA 94103
415.222.9670

Where Are Black Designers
Watbd.org
hello@watbd.org

witf.org
4801 Lindle Road
Harrisburg, PA 17111
717.704.3000

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Appendix 1 to Annual EEO Public File Report Form

Covering the period from April 1, 2023 to March 31, 2024

Stations Comprising Station Employment Unit WITF-TV, WITF-FM

Section 1: Vacancy Information, Recruitment Source Information

*Please refer to Recruiting Source List for Name, Address, Telephone Number and/or Website/Contact Person

**Sources listed as "Picked Up" were not posted by WITF staff; the job postings were picked up by the listed job boards

Position Available Position Title	Sources Listed Location of Recruitment	No. of Applicants # of Interviews	Date of Hire or Status
Account Manager			
	Black Jobs		
	Harrisburg Chamber		
	Lensa		
	LinkedIn	1	
	LNP		
	Indeed		
	Referral	2	2/26/2024
	WITF	1	
Business Analyst			
	HCBU Connect		
	LinkedIn	2	10/23/2023
	LNP		
	Monster (Picked Up)	1	
	People of Color in Tech		
	WITF		
Capitol Reporter			
	CBP.org	1	
	Journalism Jobs	3	6/5/2023
	LinkedIn		
	NABJ		
	NLGJA		
	PennLive		
	RTDNA		
	WITF	1	
Controller			
	CPB.org		
	Harrisburg Chamber		
	Indeed	1	
	LinkedIn (Picked Up)	2	
	Mosnter (Picked Up)	1	7/10/2023
	PennLive		
	WITF		
Continuity Specialist/Copywriter			
	BlackJobs.com		
	CPB.org		

Handshake		
Internal Application	1	3/23/2023
LinkedIn	2	
PennLive		
WITF		

Continuity Specialist

CPB		
Handshake		
HBCU Connect		
Indeed (Picked Up)	1	11/13/2023
Internal Application	1	
LinkedIn	2	
LNP		
LNP Job Fair	1	
Production Beast		
WITF		

Democracy Beat Reporter

CPB		
IRE		
Journalism Jobs	1	
NABJ		
NLGJA		
PA Newsmedia Association		
WITF	1	2/12/2024

Digital Fundraising Manager

CPB		
Internal Candidate	2	8/28/2023
LinkedIn		
LNP		
WITF		

Director of Education

Black Jobs		
CPB		
Internal Candidate	1	
LinkedIn	1	11/6/2023
WITF	1	

Executive Director (Steinman Institute)

CPB		
LinkedIn		
Referral	1	9/1/2023
WITF		

Human Resources Assistant

CPB		
Harrisburg Chamber		
Indeed	3	

Internal Candidate	1	11/9/2023
JobCase	1	
LinkedIn		
WITF		

Human Resources Generalist

Black Jobs		
Harrisburg Chamber of Commerce		
Indeed	1	3/11/2024
LinkedIn	1	
WITF		

Sr. VP/Chief Impact Officer

WITF		
Harrisburg Chamber of Commerce		
LinkedIn	1	
CPB	1	
Jobcase		
Internal Candidate	1	
Board of Director Referral	1	1/16/2024

Video Producer

CPB		
Internal Candidate	1	9/25/2023
LinkedIn		
LNP/Lancaster Online		
Production Beast		
WITF		

Videographer

CPB		
Glassdoor	1	
Harrisburg Chamber of Commerce		
HBCU Connect		
LinkedIn	2	7/10/2023
PennLive		
WITF		

COMMUNITY OUTREACH ACTIVITIES

WITF engaged in the following initiatives from the period beginning April 1, 2023 through March 31, 2024.

Internship Program

WITF has an extensive student internship program. College and High School students participate in internships in their field of interest and/or major, typically for credit hours. This past year, we had the following:

- 1 Video Production Intern for the Summer 2023 semester supervised by Mike Williams
- 1 Events Intern for the Summer 2023 semester supervised by Beth Cappello
- 1 Audio Production Intern for the Summer 2023 semester supervised by John Kinzer
- 1 Human Resources Intern for the Fall 2023 semester supervised by Alan Wadsworth
- 1 Audio Production Intern for the Fall 2023 semester supervised by Joe Ulrich
- 1 Audio Production Intern for the Spring 2024 semester supervised by John Kinzer
- 1 Human Resources Intern for the Spring 2024 semester supervised by Alan Wadsworth

These students came from the following colleges and universities:

- Lebanon Valley College
- Shippensburg University
- Messiah University
- Millersville University

Job Fairs

WITF Staff attended the following job fairs:

LNP Media Group Job Fair

Location: Lancaster County Convention Center

Date: 9/27/2023

Attendees: Alan Wadsworth (Sr Director of HR); Michaela Allamena (HR Intern)

Tailgate & Relate: Career & Internship Fair hosted by Harrisburg University

Location: 100 East Penn Drive, Enola, PA

Date: 10/11/2023

Attendees: Alan Wadsworth (Sr Director of HR); Michaela Allamena (HR Intern)

Penn State University Spring Communications Department Job & Internship Fair

Location: Penn State University Main Campus, State College, PA

Date: 2/23/2024

Attendees: Ted Sickler (Director of Content for LNP)

Millersville University Spring Job & Internship Fair

Location: Millersville University Rec Center, Millersville, PA

Date: 3/19/2024

Attendees: Ted Sickler (Director of Content for LNP)

Community Events designed to inform and educate members of the public as to employment opportunities in broadcasting

WITF hosted 3 students from Shippensburg University from February 5, 2024 through May 3, 2024 for the WITF Creators Academy. The program was run by Aimee Bealer (Video Producer) and Emma Halsey (Audio Producer) who mentored the students with projects they pitched to their mentors and WITF editors. Finished stories will be produced and considered for distribution on WITF channels in the future.

Alan Wadsworth spoke with the student chapter of the Society of Human Resources Management at Shippensburg University in Shippensburg, PA on April 20, 2023, where he discussed topics on human resources in nonprofit organizations and the media industry.

Marquis Lupton (Producer/Co-Host of The Spark) participated in a Youth Symposium at Susquehanna Township High School in Harrisburg, PA on Saturday, March 9, 2024. Marquis presented to high school students and discussed the effects of media, the rise of new media, and the process of finding a career path in the media industry.

WITF staff attended the Middletown High School Career Expo on March 20, 2024. The staff spoke to students on different career options in the media, business, and education fields. The following staff attended: Andrea Kolb (Sr. VP of Education), Aimee Bealer (Video Producer), and Alan Wadsworth (Sr. Director of HR).

Training as to methods of equal employment opportunity

WITF continued the use of an updated online training module on harassment and diversity in conjunction with the Corporation for Public Broadcasting for 2023. The training is required for all active employees and interns at hire and is provided annually between August and September.

All new employees receive training on harassment and diversity as well as WITF's policies on both topics during formal new hire orientation on their first day of employment. Employees who receive an annual performance review receive feedback on their performance and commitment to organizational diversity.

Alan Wadsworth, Director of HR, chairs the organization's Diversity, Equity, and Inclusion Committee which is made up of 4 members of the WITF staff including 1 member of management and 4 members of our for-profit subsidiary, LNP Media Group. The committee worked alongside WITF management and staff to continue efforts to grow diversity and inclusion internally through staff surveys and externally through journalism data collection and community engagement efforts which include providing bilingual books to school age children and educational books and activities at local community centers called "Play and Learns". The committee also hosted a Juneteenth event that featured a speaker from the Juneteenth HBG committee and a local DJ who shared music from artists of color.