

WJHG - TV & WECP - LD
EEO PUBLIC FILE REPORT
October 1, 2018 - September 30, 2019

I. VACANCY LIST

See **Master Recruitment Source List (MRSL)** for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Anchor/MMJ	1, 2, 3, 4, 7, 8, 11, 12, 13, 14, 15, 16, 19, 21, 22, 25	19
Coordinator Digital Marketing	1, 2, 3, 4, 7, 8, 11, 12, 13, 14, 15, 16, 25	4
Director/Technical Media Producer #1 and #2	1, 2, 3, 4, 7, 8, 9, 11, 12, 13, 14, 15, 16, 21, 22, 25	9, 9
Multi-Media Journalist #1	1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 19, 22	4
Meteorologist/MMJ #1 and #2	1, 2, 3, 4, 5, 7, 8, 12, 13, 14, 15, 16, 19, 21, 22, 25	3, 5
Weekend Anchor/MMJ	1, 2, 3, 4, 5, 7, 8, 12, 13, 14, 15, 16, 19, 20, 21, 22, 24, 25	12
Broadcast/IT Maintenance Technician	1, 2, 3, 4, 7, 8, 9, 12, 13, 14, 15, 16, 21, 22, 25	9
Multi-Media Journalist #2	1, 2, 3, 4, 5, 7, 8, 11, 12, 13, 14, 15, 16, 19, 20, 22, 24, 25	5
Producer/Web Producer	1, 2, 3, 4, 7, 8, 12, 13, 14, 15, 16, 20, 21, 22, 24, 25	12
Director/Technical Media Producer # 3	1, 2, 3, 4, 7, 8, 12, 13, 14, 15, 16, 19, 22, 25	19

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
1	Gulf Coast State College 5230 W US Hwy 98 Panama City, FL 32401 James Baxley jbaxley@gulfcoast.edu Kim Hoyt khoyt@gulfcoast.edu	Y	0
2	National Assoc. of Hispanic Journalists Rebecca Aguilar aguilar.thereporter@yahoo.com	N	0
3	University of Florida 114 Stadium West, Gainesville, FL 32611 Tom Krynski TKrynski@wruf.com 352-392-6397 Alex Wilkerson pwilkerson@jou.ufl.edu	N	1
4	Station Website www.wjhg.com	N	25
5	WJHG TV In House Referral 8195 Front Beach Road Panama City Beach, FL 32407	N	7
6	University of West Florida 11000 University Parkway, Pensacola, FL 32514 Communication Arts Department news@uwf.com	N	0
7	Chipola College 3094 Indian Circle, Marianna, FL 32446 Royce Reagan ReaganR@Chipola.Edu	N	0
8	University of Central Florida, Nicholson School of Communication 4000 Central FL Blvd, Orlando, FL 32816 Communications@UCF.edu	N	2
9	WJHG TV On-Air Recruitment	N	3
10	TVJobs.com jobs@tvjobs.com	N	0
11	Spot 'n' Dots Ms. Dai Korba ads@spotsndots.com 888-884-2630 Fax: 607-729-7331	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
12	Gray TV Intra-Company Dottie Boudreau Dottie.Boudreau@gray.tv Chelsea Clements Chelsea.Clements@gray.tv jobs@gray.tv	N	6
13	Alabama State University, P.O. Box 271, Montgomery, AL 36101 Dr. A. David Communitatio dokeowo@alasu.edu Dept. of Communications	Y	0
14	Career Development & Resource Center, Naval Support Activity, Panama City Beach, FL 32407 Alicia Winters alicia.winters.ctr@navy.mil	N	0
15	Career Source Gulf Coast 625 Highway 231, Panama City, FL 32405 MerrittR@workforcecenter.org	Y	0
16	Bay County NAACP Nancy Vietor evietor@woh.rr.com	Y	0
17	Medialine P.O. Box 91505 Pacific Grove, CA 93950 Mark Shilstone medialine@medialine.com	N	0
18	Internal promotion or transfer	N	0
19	Non-employee referral WJHG TV 8195 Beachfront Road Panama City Beach, FL 32407	N	9
20	Walk In/Self-Referral	N	4
21	Indeed.com jobs@gray.tv	N	2
22	University of Alabama WVUA sdiorio@wvua23.com	N	22
23	Campus Connect Mississippi State University http://weather.msstate.edu	N	0
24	University of Florida Career Day	N	17
25	University of Florida Knight Division for Scholarships, Career Services, and Multicultural Affairs College of Journalism and Communications PO Box 118400, Gainesville, FL 32611-8400 KGraham@jou.ufl.edu	N	0
Total No. of Interviewees Referred by Recruitment Sources:			98

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1.	Participate in job fair	February 9, 2019 - WJHG took part in the 32 nd Annual Bay County Job Fair at Gulf Coast State College Panama City, FL. VP/General Manager and Promotion/Program Manager were available at the Job Fair to visit with attendees about current positions available at WJHG and other career opportunities at WJHG and in television broadcasting.
2.	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting	March 20, 2019 – WJHG/WECP News Director traveled to the University of Florida in Gainesville to participate in the UF College of Journalism Career Fair Day. Students were interviewed for career opportunities in the WJHG News Department. Information was also shared with students about careers in the television industry. This was an opportunity to recruit spring and summer graduates for various openings at WJHG/WECP
3.	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting	March 25, 2019 – WJHG/WECP Assistant News Director led a workshop on covering breaking news at the 1 st annual Loyola University /Gray Producer Incubator Program at Loyola University in New Orleans, LA. The workshop is an eight week program in which students in the media program are exposed to real world, real time knowledge of the media industry.
4.	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting	March 27-28, 2019 - WJHG News Director traveled to Tuscaloosa, Alabama to meet and recruit students from the University of Alabama. WJHG News Director was invited to speak on a panel of experts about current jobs in media. The Panel was called “Envision Your Future.” While there the News Director also spent time speaking in classrooms about media, and got to spend one on one time with students, advising and critiquing their work. There was also an opportunity to formally interview students for various roles in news at WJHG/WECP.

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
5.	Participate in events or programs sponsored by educational institutions relating to careers in broadcasting	April 4-5, 2019 - WJHG News Director traveled to the University of Florida Gainesville to serve on the UF College of Journalism Telecommunications Advisory Board. In this role, she helps advise the college Dean and other leaders on the direction of the Telecommunications-News program at UF. She also works directly with students, and helps further their education in Broadcast News, by critiquing their work, offering them advice and tips to help them find jobs in the field of Broadcasting, and speaking to classes. She works with students individually where she evaluates their news stories, offers suggestions, and teaches tips that will help them with their first job. She also uses this opportunity to recruit students who are graduating to fill various roles in the newsroom.
6.	Participate in job fair	April 25, 2019 - WJHG took part in the 2019 Career Expo Career Source Job Fair at the Holley Center on the campus of Florida State University Panama City Campus. VP/General Manager and Promotion/Program Manager were available at the Career Fair to visit with attendees about current job openings and other career opportunities at WJHG and within the broadcast industry.
7.	Internship Program	Internship #1 - May 15-July 24, 2019 - Troy University Journalism student interned with the WJHG newsroom to gain an understanding of how a working newsroom flows and what is expected of a reporter daily. The intern learned how to write a web story, script writing, news gathering, and editing. The intern shadowed reporters to learn how to interview subjects and write in the field. The intern also shadowed producers to get a basic understanding of a newscast. The intern wrote simple scripts on air and online as well as posts for social media with supervision. The intern was supervised by WJHG Assistant News Director.
8.	EEO Training	September 20, 2019 - Wiley Rein LLP Attorney at Law provided materials for FCC Equal Employment Opportunity rules including the outreach required for the opening of jobs at the stations, the non-vacancy related activities that stations should be engaging in, and the recordkeeping requirements to make sure stations keep all the necessary documents to support what the station did. WJHG VP/General Manager facilitated the meeting and review of materials. Department managers participated.