

WJHG-TV
EEO PUBLIC FILE REPORT
10/1/2006 - 9/30/2007¹

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
LIVE TRUCK OPERATOR	1, 3, 4, 6, 8, 9, 10, 13, 15, 27, 21, 33, 34-37	33
WEEKEND ANCHOR/REPORTER	1, 3, 4, 8, 12-15, 20-22, 27, 33, 35, 36, 38, 39	13
5 PM ANCHOR/PRODUCER	1, 3, 4, 8, 9, 13-15, 20-22, 27, 30, 32, 33, 35, 36, 38, 39	30
FEATURE (MORNING) REPORTER	1, 3, 4, 8, 9, 12-15, 20, 22, 34	13
MARIANNA BUREAU REPORTER	1, 3, 4, 8, 9, 10, 11, 14, 15, 20- 22, 27, 33-38	11
TRAFFIC ASSISTANT	1, 5, 6, 27	5
ACCOUNT EXECUTIVE 1	5, 27-29, 35-39	5
ACCOUNT EXECUTIVE 2	5, 27-29, 35-39	27
ACCOUNT EXECUTIVE 3	5, 27-29, 35-39	27
SALES ASSISTANT 1	5, 27-29, 35-39	5
SALES ASSISTANT 2	5, 27-29, 35-39	5
SALES ASSISTANT 3	5, 27-29, 35-39	5
SALES ASSISTANT 4	5, 27-29, 35-39	27
SALES ASSISTANT 5	5, 27-29, 35-39	5
RECEPTIONIST	1, 4, 5, 6, 10, 21-26, 31, 33-38	36
RECEPTIONIST	1, 4, 5, 6, 10, 21-26, 31, 33-38	5
MASTER CONTROL OPERATOR	27,28,31,35,36,37,39	31
MASTER CONTROL OPERATOR	27,28,31,35,36,37,39	28
SENIOR DIRECTOR	13, 22, 27, 28, 31, 35-39	31
GENERAL SALES MANAGER	8, 10, 12, 22, 30, 31, 33-37	30

¹ This report was revised in September 2008 to correct minor reporting issues.

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Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
EVENING DIRECTOR	1, 6, 7, 12, 13, 23-28, 31, 35-39	13
GENERAL ASSIGNMENT REPORTER	1, 3, 4, 8, 9, 10, 12 -15, 20-22, 27, 33-37	3
GENERAL ASSIGNMENT REPORTER	1, 3, 4, 8, 9, 10, 12 -15, 20-22, 27, 33-37	3
METEOROLOGIST	1, 3, 4, 8, 9, 12, 13-15, 20, 22, 32, 34-38	13
WEEKEND DIRECTOR	13, 27, 31, 35-37, 39	31
MEDIA CONTENT MANAGER	1-39	31
MEDIA CONTENT MANAGER	1-39	5
CHIEF ENGINEER	13, 23, 24-27, 30, 31, 35-39	27
BROADCAST ENGINEER	1, 6, 7, 12, 13, 23-28, 31, 35-39	28

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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 Community College 5230 W US Hwy 98 Panama City, FL 32405 Contact: Frank Sundram 850-769-1551 fsundram@aol.com	N	2
2	RTNDA 1000 Connecticut Ave, Washington, D.C. 20036 Contact: Steve Dumphy Phone: 202- 467-5258	N	0
3	University of Florida 114 Stadium West, Gainesville, FL 32611 Tom Krynski Phone: 352- 392-9092 TKrynski@wruf.com	N	12
4	Florida State University, Panama City Branch Campus, 4730 Collegiate Dr., Panama City, FL 32405 Contact: Angela Sexton, Director of Student Affairs email: asexton@pc.fsu.edu	N	1
5	The News Herald, Panama City, FL 32401 Contact 747-5000	N	24
6	Tom P. Haney Vocational-Technical Center, 3016 Highway 77, Lynn Haven, FL 32444 Contact: Guidance Office 850-747-5500	N	0
7	NAB Employment Clearing House, 1771 N Street NW, Washington, D.C., 20036 Contact: Karen Hunter 202-429-5368	N	0
8	University of West Florida, 11000 University Parkway, Pensacola, FL 32514 Contact: Communication Arts Department	N	1
9	Chipola College, 3094 Indian Circle, Marianna, FL 32446 Contact: Royce Reagan	N	0
10	University of Central Florida, Nicholson School of Communication 4000 Central FL Blvd, Orlando, FL 32816	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
11	TV News Talent, HTTP://www.TVNewsTalent.Com Oklahoma City, OK 73125	N	0
12	Florida Association of Broadcasters, 101 East College, Tallahassee, FL 32301 Contact: Pat Roberts 850-800-825-5322	N	0
13	TVJobs.Com, website: www.tyjobs.com Contact: Mark Holland (email)	N	26
14	Florida A&M University, 428 Tucker Hall, Tallahassee, FL 32301 Contact: Jim Hawkins 850-599-3083	N	0
15	Troy University, Hall School of Journalism, Troy, AL 36082 Contact: Sherry Day 205-566-3000	N	0
16	Mosley High School, 501 Mosley Drive, Lynn Haven, FL 32444 Contact: Guidance Office 850- 872-4410	N	0
17	Bay High School, 1204 Harrison Ave., Panama City, FL 32401 Contact: Guidance Office 850-872-4620	N	0
18	Rutherford High School, 1000 School Ave., Springfield, FL 32404 Contact: Guidance Office 850-872-4500	N	0
19	Electronic Media, 740 N. Rush Ave, Chicago, IL 60611 Contact: John Glynn 312-649-5385	N	0
20	Okaloosa Walton College, 100 College Blvd., Niceville, FL 32578 Contact: 850-678-5111 Attn: Dept. of Communications	N	0
21	Alabama State University, P.O. Box 271, Montgomery, AL 36101 Dr. A. David Communtsatio, Dept. of Communications * Station requested to send all postings as of August 2007.	Y	0
22	Career Development & Resource Center, Naval Support Activity, Panama City Beach, FL 32407 Contact: 852-235-5800 cathy.mccombs@navy.mil	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
23	Tyndall Air Force Base, Panama City, FL	N	0
24	Eglin Air Force Base, Valparaiso, FL	N	0
25	Naval Air Station, Pensacola, FL	N	0
26	Naval Air Station, Whiting Field	N	0
27	WJHG TV 7 Website www.wjhg.com	N	14
28	WJHG on-air promotion	N	6
29	Spot 'n' Dots, spotsndot.com Contact: 888-884-2630 Fax: 607-729-7331 Ms. Dai Korba	N	0
30	Word-of-Mouth Referral	N	4
31	WJHG Internal Posting (Bulletin Boards)	N	6
32	Mississippi State University, Mississippi State, Ms 39762 Contact: 662-325-2323	N	5
33	Gray Television Corporate Internal Posting	N	2
34	A.C.U.R.E., P.O. Box 30002, Panama City, FL 32401 Attn: Myron Hines	Y	0
35	Northwest Florida Branch NAACP P.O. Box 1004, DeFuniak Springs, FL 32435	Y	0
36	Workforce Center 625 Highway 231, Panama City, FL 32405 Contact: MerrittR@workforcecenter.org	Y	2
37	Bay County NAACP 507 Jennings Ave, Springfield, FL 32404	Y	0
38	Medialine P.O. Box 91505 Pacific Grove, CA 93950 Contact: Mark Shilstone Mark@Medidaline.com	N	6
39	Florida State University Meteorology, Tallahassee ahiquist@met.fsu.edu	N	0
	Grand Total		112

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II. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE	BRIEF DESCRIPTION OF ACTIVITY
1	Participate in Career Fairs (a) The Bay County Chamber of Commerce Business Expo (b) Regional Career Fair at Chipola Regional Workforce Development Board (c) A. Crawford Mosely High School Career Fair (d) Employment.com Career Fair (Marina Civic Center) (e) The Tom Haney Vocational Center Business Expo	<p>On October 27-28, 2006, WJHG participated in the Bay County Chamber of Commerce Business Expo. The General Manager, Operations Manager, News Direction and General Sales Manager all attended the Expo to speak with potential applicants regarding job opportunities at WJHG and in broadcasting generally.</p> <p>On February 16, 2007, WJHG participated in the Regional Career Fair. The General Manager, Operations Manager, News Direction and General Sales Manager all attended the career fair to speak with potential applicants regarding job opportunities at WJHG and in broadcasting generally.</p> <p>On March 20, 2007, WJHG participated in the A. Crawford Mosely High School career Fair. The General Manager, Operations Manager, News Direction and General Sales Manager all attended the career fair to speak with students regarding career opportunities in broadcasting and specific job opportunities at WJHG.</p> <p>On March 28, 2007, WJHG participated in the Employment.com Career Fair. The General Manager, Operations Manager, News Direction and General Sales Manager all attended the career fair to speak with potential applicants regarding job opportunities at WJHG and in broadcasting generally.</p> <p>On April 18, 2007, WJHG participated in the Tom Haney Vocational Center Business Expo. The General Manager, Operations Manager, News Direction and General Sales Manager all attended the business expo to speak with potential applicants regarding job opportunities at WJHG and in broadcasting generally.</p>

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2	Establish Internship Program	<p>WJHG offers an Internship program to high school and college students studying communications. This program is offered for college credit and most students participate for one semester. This program is designed to offer students practical experience in a broadcast career.</p> <p>In Spring semester 2007, two students participated in the internship program. One worked in the News Department and the other worked in the Sports Department.</p>
3	<p>Participate in Events at Educational Institution relating to career opportunities in broadcasting</p> <p>March 7, 8, 9, 2007</p>	<p>The WJHG Morning and Noon news anchor is a member of the Department of Telecommunications Advisory Board for the University of Florida in Gainesville, College of Journalism. In this role, she helps advise the College Dean and other leaders on the direction of the Telecommunications-News program at UF.</p> <p>UF's College of Journalism is known for having one of the top ten Broadcasting departments in the country.</p> <p>During this reporting year, on March 7, 8, 9, she worked directly with students by evaluating and critiquing their work, offering them advice and tips to help them find jobs in the field of Broadcasting and speaking to classes. She also assisted student journalists at WUFT-TV by following them in the field as they prepared a news story for the day, and offered them practical hands-on tips.</p>

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4	Establish training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.	WJHG-TV maintains an active training program for current employees to allow them to maintain and develop additional job skills that could qualify them for higher level positions. Production, Engineering, Operations and News Department employees are given additional training on various aspects of the operation of the television station. This training is designed to help the employee qualify for promotion and advancement in positions available at the station. In addition, Administrative employees are given training in Traffic and in Accounting developments on a continuing basis.
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