

## ANNUAL PUBLIC FILE EEO REPORT 2020

Call Sign of Station(s): **WVIT and WRDM**

1. List all full-time job vacancies filled by any station covered by this report during the past year.

Multi-Media Journalist, 1  
Reporter, 2  
APC Director, 1  
Executive Producer, 1  
Promotions Manager, 1  
Sr. Sales & Finance Analyst, 1

2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form.

**Please see Appendix A - NBC Connecticut WVIT RECRUITMENT SOURCE LIST**

3. In total, how many interviewees did the station (or station group) interview for all the full-time job vacancies identified in response to Question 1?

71 interviews conducted since December 1, 2019

4. In total, how many persons interviewed by the station for any of the above-listed job vacancies were referred to the station from each of the recruitment sources used by the station? Please provide this information in matrix form.

Name of Recruitment Source	Total Number of Interviewees Referred During the Year
NBCUniversal HR Outreach	1
Online Advertising (Indeed, TVJobs.com, Media Bistro)	8
Referral	8
NBCUniversal Careers	29
Former Employee	3
Current NBCUniversal Employee	7
Search Firm	1
Social Media Site	4
Current/Former intern	8
Career Fair/Diversity Event	2

5. Please summarize the station's (or station group's) broad outreach initiatives during the past year. Please identify each initiative in which the station substantially participated; the date(s) of each initiative; the names and titles of the station personnel who participated in each initiative; and a short summary of the nature and extent of the station's participation in each initiative.

The following conventions host career fairs. A representative from NBC Universal's talent acquisition team participates on behalf of the NBC Owned Stations. Additionally, leaders from our local station may participate for the purpose of recruiting talent.

**National Association of Black Journalists**

**Career Fair**

August 5-8, 2020

Virtual

NBCUniversal Talent Acquisition Team

**National Association of Hispanic Journalists, Excellence in Journalism Convention**

August 5-8, 2020

Virtual

NBCUniversal Talent Acquisition Team

**Asian-American Journalists Association National Convention**

August 9-15, 2020

Virtual

NBCUniversal Talent Acquisition Team

**National Lesbian and Gay Journalists' Association Conference**

October 23-25, 2020

Virtual

NBCUniversal Talent Acquisition Team

**National Association of Black Journalist Regional Conference**

November 21, 2020

Virtual

NBCUniversal Talent Acquisition Team

**WVIT Internship Program.** NBCUniversal has developed a robust Campus 2 Careers paid internship program. The Director of Human Resources, Mary Anderson, manages the program locally. The paid internship affords students the opportunity to participate in more than one intern experience. The Station has worked to build an active and healthy internship program to provide students a learning experience while contributing to the work performed at our station. The enhanced program has resulted in students who are well-prepared to become employees at our station upon graduation. During the current Annual Report year approximately 5 interns have participated in the station's internship program. There were two interns who were qualified to interview for open positions, and two former interns were hired this year.

**NBCU Owned Television Stations' Sales Associate Program.** The Sales Associate program is an opportunity for Sales professionals to hone their skills specific to the Broadcast industry. Participants in the program work in a fast-paced Sales organization within an NBC Owned Station. Associates undergo an intense week-long orientation filled with workshops, lunches with guest speakers and training. The program lasts an average of one year where it concludes with successful associates accept full-time Account Executive positions within the Owned Stations group. NBC Connecticut hosted an associate in 2020.

**Equal Employment Opportunity Training.** All Station employees are required to attend a course designed to prevent harassment and discrimination. Training is offered to ensure 100% participation. Starting in 2006 and offered annually, all hiring managers received coaching on new regulations set by the Office of Federal Contract

Compliance Programs (OFCCP) regarding the definition of an internet applicant and the necessary recordkeeping for such applicants.

**Internal Skills Enhancement Programs.** Employees of the Station are provided with training and development opportunities designed to enhance their ability to assume positions of greater responsibility. Various programs are provided via external vendors and internal NBCU sponsored programs. During this last reporting period, Station employees participated in the following development courses: JUMP, PIVOT, LEAD; all leadership development courses facilitated by NBCU's training team. In addition, online courses on a variety of topics are available to all employees. Courses include: Negotiation Skills, Time Management, Team Building, Goal Setting, Project Management, Communication Skills and Conflict Management.

**Outreach to Community/Recruiting Organizations.** The Station places a classified ad on an annual basis to organizations asking them to confirm their interest in receiving job notices.

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM**

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
<b>SEE APPENDIX A (ATTACHED) FOR A COMPLETE LIST OF NBC Connecticut WVIT RECRUITMENT SOURCES</b>  <b>NBC Connecticut ADDS AGENCIES TO THIS LIST UPON WRITTEN REQUEST.</b>				

Job Title	Date Filled	Recruitment Source That Referred Ultimate Hire
Multi Media Journalist	12/9/2020	Referral
Reporter	12/2/2019	Current/Former Employee
Reporter	8/31/2020	Current/Former Employee
APC Director	2/3/2020	NBC Universal Career Site
Executive Producer	3/16/2020	Referral
Promotions Manager	12/2/2019	Current/Former Employee
Sr. Sales and Finance Analyst	3/2/2020	Current/Former Employee

## APPENDIX A

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone / e-mail	Has this source requested notices?
nbcunicareers.com	<a href="http://www.nbcunicareers.com">www.nbcunicareers.com</a>	Sarah Hodd	<a href="mailto:Sarah.hodd@nbcuni.com">Sarah.hodd@nbcuni.com</a> 212-664-2276	No
Linkedin	<a href="http://www.linkedin.com">www.linkedin.com</a>	Sarah Hodd	<a href="mailto:Sarah.hodd@nbcuni.com">Sarah.hodd@nbcuni.com</a> 212-664-2276	No
Indeed.com	<a href="http://www.indeed.com">www.indeed.com</a>	Sarah Hodd	<a href="mailto:Sarah.hodd@nbcuni.com">Sarah.hodd@nbcuni.com</a> 212-664-2276	No
Spots N Dots (when applicable)	<a href="http://www.spotsndots.com">www.spotsndots.com</a>	Sarah Hodd	<a href="mailto:Sarah.hodd@nbcuni.com">Sarah.hodd@nbcuni.com</a> 212-664-2276	No
Broadcasting and Cable (when applicable)	<a href="http://www.broadcastingcable.com">www.broadcastingcable.com</a>	Sarah Hodd	<a href="mailto:Sarah.hodd@nbcuni.com">Sarah.hodd@nbcuni.com</a> 212-664-2276	No