

WITN-TV
EEO PUBLIC FILE REPORT
August 1, 2012 – July 31, 2013

VACANCY LIST

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

Full Time Hires - Job Title	Recruitment Sources (RS) Used to Fill Vacancy¹	RS Referring Hiree
News Reporter/Videojournalist	1, 4, 5, 6, 7, 8, 9, 11, 14, 26, 17, 19, 20	20
Broadcast Meteorologist	4, 5, 6, 8, 9, 10, 11, 13, 14, 17, 19, 20	19
General Sales Manager	4, 6, 7, 8, 9, 12, 13, 14, 17, 19, 20	20
Account Executive/Sales	2, 3, 4, 5, 8, 9, 14, 15, 19, 20	20
News Producer	1, 4, 5, 6, 7, 8, 9, 11, 14, 16, 19, 20	19
News Producer	1, 4, 5, 6, 7, 8, 9, 11, 14, 16, 19, 20	20

¹ Please see MRSL for precise information concerning entitled sources. For each position, the station used all recruitment sources that were “entitled” when the job was posted.

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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 reporting period
1	Appalachian State University – De'an McGuire John Thomas Hall Boone, NC 28608 828-262-2180	N	
2	Barton College – Jane Bostic Dept of Communications Wilson, NC 27893 252-399-6388	N	
3	Beaufort Community College – Sandy McFadden PO Box 1069 Washington, NC 252-946-6194	N	
4	ECU Office of Cooperative Education –Carol Woodruff Suite 2300, General Classroom Building Greenville, NC 27858-4353 252-328-6979	N	
5	ECU Department of Broadcasting - Teresa Bullock 103 Joyner East Greenville, NC 27858-4353 252-328-6621	N	
6	Elizabeth City State University – Melba Brown PO Box 804 Elizabeth City, NC 27909 252-335-3594	N	
7	Elon University School of Communications – Nagatha Tomkins 2850 Campus Box Elon, NC 27244 336-278-5724	N	
8	NC Division – Workforce Solutions – Sharon Tyson 112 W. 3 rd Street Washington, NC 27889 252-946-2141	N	1
9	Indian Woods Missionary Baptist Church – Reverend Wilson 2330 Indians Wood Road Windsor, NC 27983 252-794-3187	Y (since 1/23/04)	
10	Mississippi State University mike.brown@msstate.edu PO Drawer 5448, 113 Hilburn Hall Mississippi State, MS 39762-5448 662-268-1032	N	
11	NC A&T University - Gail Wiggins 111 Crosby Hall Greensboro, NC 27411 910-334-7599	N	
12	NAB Employment Clearinghouse – Karen Hunter 1771 N Street, NW Washington, DC 20036-2891 202-429-5300	N	
13	NC State University – D.R. Ingram dr_ingram@ncsu.edu 2100 Pullen Hall – NC State Raleigh, NC 27695 919-515-2396	N	

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over reporting period
14	NC Association of Broadcasters – Lisa Reynolds PO Box 627 Raleigh, NC 27602 919-821-7300	N	
15	Pitt Community College – Amy Fraser afraser@pittcc.edu P.O. Box 7707 Greenville, NC 27834 252-493-7565	N	
16	Syracuse University – Karen McGee 215 University Place – Newhouse Syracuse, NY 13244-2100 315-443-3270	N	
17	TVJobs.com – Mark Holloway admin@tvjobs.com	N	
18	UNC – Chapel Hill - Jay Eubank CG 2265 Howell Hall Chapel Hill, NC 27599-3365 919-962-4518	N	
19	www.witn.com	N	9
20	WITN-TV Station Posting/Employee Referrals	N	6
21	Self-Referral/Walk-in	N	
TOTAL INTERVIEWEES OVER REPORTING PERIOD			16

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III. RECRUITMENT INITIATIVES

TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1 Event or program sponsored by educational institution relating to career opportunities in broadcasting (2)	WITN-TV provided Career/Job Shadowing opportunities in October 2012 for 5 students in Professor Ken Wyatt's television production class at East Carolina University. The shadowing by these students took place at the WITN studio in Chocowinity, North Carolina.
2 Event or program sponsored by educational institution relating to career services (2)	WITN's Operation Manager volunteered to spend an afternoon participating in the Hired program with East Carolina University's Career Services office. WITN's management personnel was scheduled in October, 2012 to provide career guidance and coaching for students preparing to begin the process of interviewing for jobs in the workforce
3 Event or program sponsored by educational institution relating to career services (2)	WITN's Operations Manager participated in a professional panel at East Carolina's Career Leadership Conference on February 9, 2013 on campus. The panel was presented with a series of questions by the moderator and then the floor was opened to student questions and answers on career opportunities and hiring strategies.
4 Participate in job fair	Beaufort County Community College Career Fair on February 26, 2013. WITN's Production Manager attended the event in Washington, NC and staffed a WITN-TV booth at the career fair. Information about employment opportunities and internships was provided to students and others seeking employment in the community.

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TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
5 Participate in job fair	Lenoir Community College Career Fair on March 20, 2013. WITN-TV Production Manager attended the event in Kinston, NC and staffed a WITN-TV booth at the career fair. Information about employment opportunities and internships was provided to students and others seeking employment in the community.
6 EEO Management Level Training	WITN's General Manager and Operations Manager participated in a Webinar for Gray Television Stations on June 11, 2013. This webinar was presented by Joan Stewart of Wiley, Rein, LLP for employees of Gray Television.
7 Event or program sponsored by educational institution relating to career opportunities in broadcasting	WITN-TV Operations Manager participated in the Pitt Community College Marketing Program Advisory Committee Meeting on June 26, 2013 at the college. The committee was given a presentation on the department's academic program and participants provided guidance on career training and opportunities to the staff.