LAW OFFICES

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LOUIS SCHWARTZ (1918 - 2004)

ROBERT A. WOODS (1931-2011)

April 11, 2016

EEO Staff, Policy Division Media Bureau Federal Communications Commission 445 12th Street, S.W. Washington, D.C. 20554

Re:

LAWRENCE M. MILLER

STEVEN C. SCHAFFER

MALCOLM G. STEVENSON

Station WVIZ(TV)

FIN 18753

Cleveland, Ohio

EEO Audit Letter Response

FRN: 0005277538

RECEIVED - FCC

APR 12 2016

Federal Communications Commission Bureau / Office

Dear EEO Staff:

On behalf of ideastream, licensee of noncommercial educational television Station WVIZ, Cleveland, Ohio, we are filing herewith its response to your letter of February 24, 2016 regarding its compliance with the FCC's EEO rules.

Please address any questions regarding the response to this office.

Very truly yours,

SCHWARTZ, WOODS & MILLER

Attachments SCS/nmc

ideastream^a







ideastream.org

EEO Staff Policy Division, Media Bureau Federal Communications Commission 445 12th St. S.W. Washington, DC 20554

Idea Center® 1375 Euclid Avenue Cleveland, OH 44115 216.916.6100

To the EEO Staff:

April 6, 2016

In accordance with your EEO Audit Letter of February 24, 2016, we hereby provide the information requested for the employment unit of licensee ideastream, consisting of noncommercial educational stations WVIZ/PBS (TV) Cleveland, OH; 90.3 WCPN (FM) Cleveland, OH; WCLV 104.9 (FM) Cleveland, OH, and Ohio Governmental Television/The Ohio Channel (non-broadcast), Columbus, OH.

Data Requested in item 3 of the Audit Letter - Listed below

3. (a) The two most recent EEO public file reports are attached. Our main website address is www.ideastream.org and the current report is posted on the "About" ideastream page under the heading *Reports, Statements and General Information*. You can also find this information on the same page by going to www.wviz.org, https://www.wviz.org, www.wviz.org, www.wviz.org, www.wviz.org, <a href="https://www.wviz.

June 1, 2013 - May 31, 2014

- Administrative Assistant Technology 7/15/2013
- Statehouse NewsBureau Reporter/Producer 7/1/2013
- Fundraising Producer 6/25/2013
- Customer Service Specialist 7/10/2013
- Reporter/Producer State Impact Ohio 9/23/2013
- Host/Producer, Civic Commons 10/21/2013
- Associate Producer, Civic Commons 11/6/2013
- Chief Development Officer 1/27/2014
- Assistant Producer, WCLV 1/2/2015
- Host/Producer, ATC 12/31/2013
- Producer 2/19/2014
- Volunteer Coordinator 2/24/2014
- Reporter/Producer 3/24/2014
- Assistant Producer, OGT 4/28/2014

June 1, 2014 - May 31, 2015

- Assistant Producer 7/14/14
- Station Manager, 90.3 WCPN 8/1/2014
- Manager, Information Technology 7/28/2014

- Assistant Producer, OGT 8/11/2014
- Assistant Producer, OGT 8/11/2014
- Program Coordinator, Education -8/25/2014
- Program Coordinator, Education 10/6/2014
- Managing Editor, News 8/1/2014
- Development Support Coordinator 10/13/2014
- Accounting Specialist 12/22/2014
- Budgets and Reporting Manager 2/16/2015
- Associate Editor, News 3/9/2015
- Managing Producer, Specials 2/16/2015
- Sr. Systems Administrator 4/6/2015
- Associate Producer 4/8/2015
- 3. (b) Attached under item 3(b,c) you will find the posting, a summary of the recruitment activities for each position, along with the places advertisements were placed. The dates of the Full Time Hire on the EEO Public File Report are the correct dates, which at times vary from the tentative date listed on The Recruitment Action Summary Form. We make a practice of keeping in the files copies of all the postings and notices for each site or organization. During this Report period we did not use on-air ads.
- 3. (c) The same forms for item 3(b,c) contain the number of interviewees and the sources they used to find our posting the names are redacted for privacy.
- 3. (d) Documentation of four Unit recruitment/outreach initiatives is attached. The Unit currently has 122 full time employees and the population of the Greater Cleveland metropolitan area is greater than 250,000. Based on these factors the Unit is required to perform four initiatives over a 2 year reporting period, pursuant to Sections 73.2080 (c) (2) and (e) (3). I have also included a summary of all the rest of the outreach initiatives.
- 3. (e) There have been no pending or resolved complaints involving the stations in the current license term.
- 3. (f) 104.9 WCLV Station Manager Jenny Northern is responsible for the overall FCC compliance issues. Kim MacDonald, Human Resources Director is responsible for implementing EEO policies. Every hiring manager is responsible for following the policies in ideastream's Recruitment Policy. A copy of that policy/process is given to anyone who can hire staff members. Once a year Human Resources provides training on the hiring process to new managers, which includes the EEO responsibilities. Every job posting and ideastream's websites include a statement that "ideastream is an equal employment opportunity employer: we value diversity in our workplace."

ideastream's employment application also contains the EEO statement as well as a statement to disabled applicants. Once hired, all employees receive the *ideastream Guide to Employment and Benefits*. During their orientation meeting with Human Resources the policies regarding EEO, Americans with Disabilities and Harassment/Discrimination are reviewed in detail and reporting processes are communicated. ideastream posts all the legally required employment posters, including "Equal Employment Opportunity is the Law" in the lunch room of the ideastream offices and there is also an employment poster in a conference room frequently used for interviewing candidates.

- 3. (g) Human Resources and the senior management team of ideastream analyze the EEO and Diversity programs each summer prior to the end of the FY. The goals of the Diversity policy are reviewed and outcomes of the year's efforts are presented to the Board by the CEO.
- 3. (h) Each year in April/May the Senior Management of ideastream and Human Resources hold meetings where the staff's current pay, positions, performance reviews and promotions are all reviewed. Analysis is done after the recommendations for all pay increases are done to review for internal equity and are reviewed based on seniority, gender and race. Ideastream's benefits are fully insured and are assessed as non-discriminatory based on ERISA requirements. Ideastream works with an outside Benefits Consultant who reviews all plans for equity.
- 3. (i) N/A
- 4. ideastream is not a Time Brokerage.

Respectfully Submitted,

errold F. Wareham

President and CEO

Documents in response to question 3A Two most recent EEO Public File reports

EEO PUBLIC FILE REPORT

FOR

ideastream WVIZ/PBS, 90.3 WCPN, and 104.9 WCLV

Cleveland Ohio

This EEO Public File Report Covers a 12 month period ending 5/31/2014

EEO PUBLIC FILE REPORT

This EEO Public File Report is filed in the ideastream° public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules.

During the twelve month period ending on May 31, 2014 the organization filled the following full-time vacancies:

Administrative Assistant – Technology

Reporter/Producer - Statehouse News Bureau

Fundraising Producer

Customer Service Specialist

Reporter/Producer - State Impact Ohio

Host/Producer - Civic Commons

Associate Producer – Civic Commons

Chief Development Officer

Assistant Producer – WCLV

Host/Producer - ATC

Volunteer Coordinator

Producer

Reporter/Producer

Assistant Producer - Ohio Channel

ideastream $^{\circ}$ interviewed a total of <u>64</u> people for all full-time vacancies during the period covered in this report.

d the cumulative number of interviewees

The following are the recruitment sources	The following are the recruitment sources used during the period covered in this report and
referred by each:	
Recruitment Source	Total Number of Interviewees Referred
ideastream website	14
Posted Internally	
Networking/Employee/Friend Referral	21
American University	
Asian American Journalists Assn.	
Assn. of Fundraising Professionals	
Baldwin-Wallace University	
Berkeley Graduate School of Journalism	
Careerboard.com	₽
Central State University	
Chronicle of Philanthropy	
Cincinnati Human Relations Comm.	
Cleveland.com	₽
Cleveland State University	
CPB Jobline	S
Current Newspaper & Online	1
Cuyahoga Community College	
Emma Bowen Fdn for Minority Interests	
In Radio	
Esperanzainc.com	
Facebook.com	H
Forum for Volunteer Administrators	1
Indeed.com	8
John Carroll University	
Journalismjobs.com	4
Journalismnext.com	

Northwestern Univ. Journalism School Nat's Assn. of Hispanic Journalists Ohio Dept. of Job & Family Srvcs Newhouse School of Journalism Staffing Solutions Temp Agency Nat'l Assn. of Black Journalists Missouri School of Journalism Ohio Center for Broadcasting **NAACP of Greater Cleveland** Non-Profit Talent Job Board Radio/TV Digital News Assn Urban League of Cleveland Philanthropy News Digest Kelly Blazek's Job Board Poynter Institute Online **Cleveland Plain Dealer** Ohio State University Kent State University University of Akron PRNDI Website TVJobs.com LinkedIn

Attachment A contains the following information for each full-time vacancy:

- The recruitment source(s) used to fill each vacancy, identified by name, address, contact person and telephone number; A
- The recruitment source that referred the hiree for each full-time vacancy;
- The total number of persons interviewed for each full-time vacancy; and
- The total number of interviewees referred by each recruitment source used in connection with each vacancy. A

Attachment B contains a list and brief description of menu option activities undertaken pursuant to the FCC's EEO rules during the time period covered by this report.

ATTACHMENT A

EEO INFORMATION FOR FULL-TIME VACANCIES

Job Title of Vacancy: Administrative Assistant

Recruitment Source That Referred the Hiree: Staffing Solutions Temp Agency

Technology

Date Vacancy Opened: 11/1/2012

Total Number of Persons Interviewed for the Vacancy: 3

Recruitment Sources Used to Fill the Vacancy

Date Vacancy Filled: 7/15/13

	TOTAL CONTRACTOR OF THE PARTY O				
				Total Number	Did the
				of	Source
				Interviewees	Request
Name ot Recruitment Source	Address	Contact Person	Telephone Number	Referred by	Notification?
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T Y THIS A SHIP (CANADA A A	TO THE STATE OF TH			Vacancy	
ideastream website	1375 Euclid Avenue	Kim MacDonald	216-916-6382	Н	***************************************
	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382	THE PROPERTY OF THE PROPERTY O	
· · · · · · · · · · · · · · · · · · ·	Cleveland, OH 44115				
Cleveland.com	1801 Superior Ave.	Derrelle Richardson	216-999-6350		
	Cleveland, OH 44114				
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999	***************************************	1111.cm/ww.m.n.m.h
	Cleveland, OH 44115	cstokes@ulcleveland.org			
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123		
	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
NAACP	7100 Euclid Avenue	Donna Motley	216-231-6260		
	Cleveland, OH 44103	dmotley@clevelandnaacp.org			
Careerboard.com	6120 Parkland Blvd, #101	Dennis Liniman	216-763-0842	1	
	Mayfield Hts., OH 44124	dliniman@careerboard.com	Ext 1230		
Esperanza	3104 W. 25 th St. 4 th Floor	Margarita Rodriguez	1-216-651-7178		
	Cleveland, Ohio 44109	margarita@esperanza	1-216-651-7183		
			(Fax)		
				•	

	yes		The state of the s					
77777					T			
THE PROPERTY OF THE PROPERTY O	216-447-9117		216-999-4170	800-954-8742	440-461-1652			
The state of the s	Gary James gary@beonair.com	careers@csuohio.edu	kprudoe@plaind.com	HR Department				
a milakerikana.	9000 Sweet Valley Drive Valley View, OH 44125	2121 Euclid Avenue Cleveland, OH 44115	1801 Superior Ave. Cleveland, OH 44114	700 Carnegie Ave Cleveland, OH 44115	5915 Landerbrook Drive Cleveland, OH 44124	The state of the s		
The state of the s	Ohio Center for Broadcasting	Cleveland State University	Cleveland Plain Dealer Newspaper	Cuyahoga Community College (Tri-C)	Staffing Solutions Temp Agency			

Job Title of Vacancy: Statehouse News Bureau Reporter/Producer

Recruitment Source That Referred the Hiree: Friend Referral

Date Vacancy Opened: 5/1/2013

Total Number of Persons Interviewed for the Vacancy: 3

Date Vacancy Filled: 7/1/2013

T THE PROPERTY OF THE PROPERTY	Ž	Recruitment Sources Used to Fill the Vacancy	ncy		
				Total Number	Did the
				of	Source
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Name of	1000 A			Referred by	Notification?
Recruitment Source	Address	Contact Person	l elephone Number	the Source	
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ideastream website	1375 Euclid Avenue	Kim MacDonald	216-916-6382		
* Particular dist	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115				
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276	T T T T T T T T T T T T T T T T T T T	Yes
Relations Commission	Cincinnati, OH 45202	Carmen@carmenrsmith.com			
T T T T T T T T T T T T T T T T T T T	The state of the s				
NAACP – Columbus	233 S. High Street	branchoffice@columbusnaacp.	614-464-3118	- Paramatana	THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS O
	Columbus, OH 43215	<u>org</u>			
· relations du la la		- PRINCIPLE	P P P P P P P P P P P P P P P P P P P	The state of the s	
Ohio Center for	9000 Sweet Valley Drive	Gary James	216-447-9117		Yes
Broadcasting	Valley View, OH 44125	gary@beonair.com			
Esperanza, Inc.	3104 W. 25 th St. 4 th Floor	David Funk	1-216-651-7178		
	Cleveland, Ohio 44109	david@esperanzainc.org	1-216-651-7183		
			(rdx)		

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877-745-8776, x1		THE PARTY OF THE P	THE PROPERTY OF THE PROPERTY O						
Kathleen Unwin unwin@current.org	www.cpb.org/jobline	kblazek@nls.net	Eric Wee www.journalismnext.com	www.journalismjobs.com					
6930 Carroll Ave, #350 Takoma Park, MD 20912	401 Ninth Street, NW Washington, DC 20004					and the second of			
Current Newspaper & Current online	CPB Jobline	Kelly Blazek's Job Board	Journalismnext.com	Journalism Job Board Network:	Employee/Friend Referral				

FULL-TIME VACANCY EEO INFORMATION

Job Title of Vacancy: Fundraising Producer

Date Vacancy Opened: 4/12/13

Date Vacancy Filled: 6/25/13

Recruitment Source That Referred the Hiree: Indeed.com

Total Number of Persons Interviewed for the Vacancy: 4 Recruitment Sources Used to Fill the Vacancy

	Z	Recruitment sources Used to Fill the Vacancy	ncy		
Name of Recruitment Source	Address	Contact Person	Telephone Number	Total Number of Interviewees Referred by the Source for the	Did the Source Request Notification?
T I STATE AND A ST	111700000000			Vacancy	
ideastream website	1375 Euclid Avenue	Kim MacDonald	216-916-6382	THE PARTY OF THE P	TYPE AND THE PARTY OF THE PARTY
	מכיבור ויין מוויין				
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		Yes
Relations Commission	Cincinnati, OH 45202	Carmen@carmenrsmith.com			
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999	- A Programme A Pr	TO A WATER CONTRACT TO A W
	Cleveland, OH 44115	cstokes@ulcleveland.org			
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123	· Propose Annual	
	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
NAACP	7100 Euclid Avenue	Donna Motley	216-231-6260	**	
	Cleveland, OH 44103	dmotley@clevelandnaacp.org			
Networking	Various	Information provided by	Various		
	entermination dum.	ווונבו אופאפע.	13		T Vina

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1-216-651-7178	216-447-9117	877-745-8776, x1	202-879-9600		212-975-2545	- Order		- 11149	- Advanta	 Park 60 da
Jesus Sanchez Jesus@esperanzainc.org	Gary James gary@beonair.com	Kathleen Unwin unwin@current.org	www.cpb.org/jobline	<u>kblazek@nls.net</u>	Sandra Dorsey Rice srice@cbs.com	www.journalismjobs.com	www.indeed.com			
3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	9000 Sweet Valley Drive Valley View, OH 44125	6930 Carroll Ave, #350 Takoma Park, MD 20912	401 Ninth St. NW Washington, DC 20004		524 W. 57 th St. New York, NY 10019	THE STATE OF THE S				
Esperanza	Ohio Center for Broadcasting	Current Newspaper & Current online	CPB Jobline	Kelly Blazek's Job Board	Emma Bowen Fdn for Minority Interests in Radio	Journalismjobs.com	Indeed.com	Employee Referral		

Job Title of Vacancy: Customer Service Specialist

Recruitment Source That Referred the Hiree: Employee Referral

Date Vacancy Opened: 6/11/2003

Total Number of Persons Interviewed for the Vacancy: 4

Date Vacancy Filled: 7/10/2013

The state of the s	Cleveland, OH 44115	The state of the s			and the state of t
Esperanza	3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	Jesus Sanchez iesus@esperanzainc.org	1-216-651-7178	77774	
Ohio Center for Broadcasting	9000 Sweet Valley Drive Valley View, OH 44125	Gary James gary@beonair.com	216-447-9117		yes
Cincinnati Human Relations Commission	810 Plum Street Cincinnati, OH 45202	Carmen R. Smith Carmen@carmenrsmith.com	513-582-1276		yes
The state of the s	Transferred to the state of the				# ** ** ** ** ** ** ** ** ** ** ** ** **
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Recruitment Source That Referred the Hiree: Ideastream Website Job Title of Vacancy: Reporter/Producer -- State Impact Ohio

Date Vacancy Opened: 6/13/2013

Date Vacancy Filled: 9/23/2013

Total Number of Persons Interviewed for the Vacancy: 5

Recruitment Sources Used to Fill the Vacancy

THE PROPERTY OF THE PROPERTY O	Kecruiti	necruitment sources Used to Fill the Vacancy			
				Total Number	Did the
				of	Source
Namo				Interviewees	Request
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Recruitment source		Contact Person	l elepnone Number	the Source for	
many	THE TAX TO	Western Control Contro		the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382	2	- TANKAL
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Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999	THE PROPERTY OF THE PROPERTY O	TOTAL LANGE
	Cleveland, OH 44115	cstokes@ulcleveland.org			
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	1-216-651-7178	TO THE STATE OF TH	T WARRING
	Cleveland, Ohio 44109	jesus@esperanzainc.org			
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123	WATER TO THE PROPERTY OF THE P	7.5W/W/67
Employment Connection	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
NAACP	7100 Euclid Avenue	Donna Motley	216-231-6260	A THE PARTY OF THE	Y. TOTAL CONTRACTOR
	Cleveland, OH 44103	dmotley@clevelandnaacp.org			
Ohio Center for	9000 Sweet Vallev Drive	Gary lames	216-447-9117	lum atta	Voc
Broadcasting	Valley View, OH 44125	gary@beonair.com			3
Cincipnoti Human Dolations	010 Dl. 20 Ct. 20 Ct.			- 179 day	***************************************
Commission	oto Fium Sureet	Carmen R Smith	513-582-12/6		Yes
Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com			

Job Title of Vacancy: Host/Producer - Civic Commons

Recruitment Source That Referred the Hiree: Networking Referral

Date Vacancy Opened: 8/1/2013

Total Number of Persons interviewed for the Vacancy:

Date Vacancy Filled: 10/21/2013

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ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382		- Taranta (Maria)
T THE THE THE THE THE THE THE THE THE TH	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
errorror.	Cleveland, OH 44115				
Networking/Employee	Various		Various	2	
Referral					
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123	THE PARTY OF THE P	
	Cleveland, OH 44115	Tom.hasson@ula-			
The second secon		Ohio.org			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276	- Helifari	yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.c			•
TOTAL CONTRACTOR OF THE CONTRA		om			
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	1-216-651-7178		
TO POST OF THE TOTAL PROPERTY OF THE TOTAL P	Cleveland, Ohio 44109	jesus@esperanzainc.org			
Ohio Center for	9000 Sweet Valley Drive	Gary James	216-447-9117	T T T T T T T T T T T T T T T T T T T	Ves
Broadcasting	Valley View, OH 44125	gary@beonair.com			
NAACP	7100 Fucild Avenue	Donna Motley	T SHILL		
	Cleveland, OH 44103	dmotley@clevelandnaacp	216-231-6260		
		.org			
*AWW.	T*****	- Andrews		1	

Cleveland Plain Dealer	1801 Superior Ave.	Nick Inzano	216-999-4736	
Newspaper	Cleveland, OH 44114	ninzano@cleveland.com		
Cleveland.com	Same as above	Same as above	Same as above	
Current Newspaper &	6930 Carroll Ave, #350	Kathleen Unwin	877-745-8776, x 1	THE PARTY OF THE P
Current online	Takoma Park, MD 20912	unwin@current.org		
CPB Jobline	401 Ninth Street, NW Washington, DC 20004	www.cpb.org/jobline	202-879-9600	THE RESERVE OF THE PERSON OF T
Journalismjobs.com	1100 -	www.journalismjobs.com		
Journalismnext.com	THE SEC.	Eric Wee		e di
	700000	www.journalismnext.com		
Kelly Blazek's Job Board		kblazek@nls.net		
American University	4400 Massachusetts Ave, NW Washington, DC 20016	http://www.american.ed u/careercenter	202-885-1804	
Northwestern University Journalism School	1845 Sheridan Road Evanston, IL 60208	http://www.medill.north western.edu/careerservic es	847-491-2049	
Berkeley Graduate School of Journalism	UC Berkeley 121 North Gate Hall Berkeley, CA 94720	http://journalism.berkele y.edu/jobs/submit	510-642-3383	
Poynter Institute Online	801 Third Street South St. Petersburg, FL 33701	http://careers.poynter.or g/employers	888-769-6837	
Newhouse School of Journalism – Syracuse University	215 University Place Syracuse, NY 13244	http://newhouse.syr.edu/ career- development/employers	315-443-3270	
Missouri School of Journalism	Admin Offices Columbia, MO 64211	http://journalism.missour i.edu/career-center	573-882-0373	

Radio/TV Digital News Assn.	National Press Building 529 14 th Street, NW Washington, DC 20045	http://www.rtdna.org	
LinkedIn		Jobs – listings@linkedin.com	Ė

FULL-TIME VACANCY EEO INFORMATION

Job Title of Vacancy: Associate Producer – Civic Commons

Recruitment Source That Referred the Hiree: CPB Jobline

Date Vacancy Opened: 8/1/2013

Total Number of Persons interviewed for the Vacancy:

Date Vacancy Filled: 11/6/2013

. . .

TO TERMANDAMENT	Recruitm	Recruitment Sources Used to Fill the Vacancy			
				Total Number	Did the
				of	Source
				Interviewees	Request
Name of	7		-	Referred by	Notification?
Recruitment Source	Address	Contact Person	l elephone Number	the Source for the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
- The second sec	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		THE REST OF THE PERSON AND ADDRESS OF THE PERSON ADDRESS OF THE PERSON AND ADDRESS OF THE PERSON ADDRESS OF THE PERSON AND ADDRESS OF THE PERSON ADDRESS OF THE PERSON AND ADDRESS OF THE PERSON AND ADDRESS OF THE PERSON ADDRESS OF THE PE
	Cleveland, OH 44115				
Networking/Employee	Various		Various		
Referral					
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123	100 March 100 Ma	
** * * * * * * * * * * * * * * * * * *	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276	THE	yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com			
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	1-216-651-7178		
To the design of the control of the	Cleveland, Ohio 44109	jesus@esperanzainc.org			
Ohio Center for	9000 Sweet Valley Drive	Gary James	216-447-9117		yes
Broadcasting	Valley View, OH 44125	gary@beonair.com			
	7100 Euclid Avenue	Donna Motley			
NAACP	Cleveland, OH 44103	dmotley@clevelandnaacp.org	216-231-6260	••••	
7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7	Voluments.				

Cleveland Plain Dealer	1801 Superior Ave.	Nick Inzano	216-999-4736	The state of the s
Newspaper	Cleveland, OH 44114	ninzano@cleveland.com		
Cleveland.com	Same as above	Same as above	Same as above	
Current Newspaper &	6930 Carroll Ave, #350	Kathleen Unwin	877-745-8776, x	THE PROPERTY OF THE PROPERTY O
Current online	Takoma Park, MD 20912	unwin@current.org	1	
CPB Jobline	401 Ninth Street, NW Washington, DC 20004	www.cpb.org/jobline	202-879-9600	Е.
Journalismjobs.com		www.journalismjobs.com	in the same of the	
Journalismnext.com	77777	Eric Wee	· Passa	
THE STATE OF THE S	TO THE PROPERTY OF THE PROPERT	www.journalismnext.com		
Kelly Blazek's Job Board		kblazek@nls.net	THE PROPERTY OF THE PROPERTY O	
American University	4400 Massachusetts Ave, NW	http://www.american.edu/ca	202-885-1804	
	Washington, DC 20016	reercenter		
Northwestern University	1845 Sheridan Road	http://www.medill.northwest	847-491-2049	The state of the s
Journalism School	Evanston, IL 60208	ern.edu/careerservices		
Berkeley Graduate School	UC Berkeley	http://journalism.berkeley.ed	510-642-3383	
of Journalism	121 North Gate Hall Berkeley, CA 94720	u/jobs/submit		
Poynter Institute Online	801 Third Street South St. Petersburg, FL 33701	http://careers.poynter.org/e mployers	888-769-6837	
Newhouse School of	215 University Place	http://newhouse.syr.edu/car	315-443-3270	- The state of the
Journalism – Syracuse University	Syracuse, NY 13244	eer-development/employers		
Missouri School of	Admin Offices	http://journalism.missouri.ed	573-882-0373	To example a contract of the c
Journalism	Columbia, MO 64211	u/career-center		
Facebook				T
Radio/TV Digital News Assn.	National Press Building 529 14 th Street, NW	http://www.rtdna.org		

	Washington, DC 20045	THE STATE OF THE S	machine.	THE PARTY OF THE P	
Indeed.com		www.indeed.com		1	
LinkedIn		Jobs –			
		listings@linkedin.com			

•

Job Title of Vacancy: Chief Development Officer

Employee Referral Recruitment Source That Referred the Hiree:

Total Number of Persons interviewed for the Vacancy: 4

Date Vacancy Filled: 1/27/2014

Date Vacancy Opened: 9/4/2013

THERE	K	Recruitment Sources Used to Fill the Vacancy	ncy		
				Total Number	Did the
				of	Source
Name of				Interviewees	Request
Recruitment Source	Address	Contact Person	Telephone	Reterred by	Notification?
- Parkets	The state of the s		Number	the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
THE STATE OF THE S	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		- Andrews
**************************************	Cleveland, OH 44115				
Networking/Employee	Various	THY COLUMN TO THE COLUMN TO TH	Various	3	
Referral					
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123		
TO OPPOSE TO A STATE OF THE STA	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com			•
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	1-216-651-7178		
The state of the s	Cleveland, Ohio 44109	jesus@esperanzainc.org			
Ohio Center for	9000 Sweet Valley Drive	Gary James	216-447-9117	- Annual William	yes
Broadcasting	Valley View, OH 44125	gary@beonair.com			
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		
The control of the co	Cleveland, OH 44115	cstokes@ulcleveland.org			
Cleveland.com	1801 Superior Avenue	Nick Inzano	216-999-4736	The Address of the Ad	
1 West Control of Cont	Cleveland, OH 44114	Ninzano@cleveland.com			
Current Newspaper &	6930 Carroll Ave, #350	Kathleen Unwin	877-745-8776, x 1		
Current online	Takoma Park, MD 20912	unwin@current.org			
CPB Jobline	401 Ninth Street, NW	www.cpb.org/jobline	202-879-9600		
				1	

Triples and the second	Washington, DC 20004			1	
Emma Bowen Fdn for Minority Interests in Radio	524 W. 57 th Street New York, NY 10019	Sandra Dorsey Rice <u>srice@cbs.com</u>	212-975-2545		
Kelly Blazek's Job Board		kblazek@nls.net			1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
LinkedIn		Jobs-listings@linkedin.com			
Chronicle of Philanthropy	1255 23 rd Street, NW Washington, DC 20037	http://philanthropy.com	202-466-2078		
Philanthropy News Digest	79 Fifth Avenue New York, NY 10003	http://www.philanthropynews digest.org/jobs	212-620-4230		
Assn of Fundraising Professionals	4300 Wilson Blvd, #300 Arlington, VA 22203	http://jobs.afpnet.org/employe	703-684-0410		
Non-profit Talent Job Board		www.nonprofitjobs.org	702-809-8599		

Job Title of Vacancy: Assistant Producer – WCLV

Recruitment Source That Referred the Hiree: Ideastream Website

Total Number of Persons interviewed for the Vacancy: 4

Date Vacancy filled: 1/2/14

Date Vacancy Opened: 10/1/2013

r umrajus s	R	Recruitment Sources Used to Fill the Vacancy	ncy		
				Total	Did the
				Number of	Source
				Interviewees	Request
Name of	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			Referred by	Notification?
Recruitment Source	Address	Contact Person	Telephone	the Source	
			Number	for the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382	2	T TO PERMANANTA
To an annual state of the state	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115				
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		- Indicate
TREATMENT AND ADDRESS OF THE PROPERTY OF THE P	Cleveland, OH 44115	cstokes@ulcleveland.org			
		Tom Hasson	216-664-4123	TANAMAN TO THE THE TANAMAN TO THE TANAMAN TO THE TANAMAN TO THE TANAMAN TO THE TH	
ODJFS	1020 Bolivar Rd.	Tom.hasson@ula-Ohio.org			•
TO THE STATE OF TH	Cleveland, OH 44115				
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276	TOTAL	yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com			•
Ohio Center for	9000 Sweet Valley Drive	Gary James	216-447-9117		yes
Broadcasting	Valley View, OH 44125	gary@beonair.com			•
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	1-216-651-7178	7777	- Committee
Trestorio Programma del Maria	Cleveland, Ohio 44109	jesus@esperanzainc.org			
Emma Bowen Fdn for	524 W. 57 th Street	Sandra Dorsey Rice	212-975-2545		T T T T T T T T T T T T T T T T T T T
Minority Interests in	New York, NY 10019	srice@cbs.com			

Radio				The second secon
Cleveland.com	1801 Superior Avenue Cleveland, OH 44114	Nick Inzano Ninzano@cleveland.com	216-999-4736	7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7 7
CPB Jobline	401 Ninth Street, NW Washington, DC 20004	www.cpb.org/jobline	202-879-9600	
NAACP	7100 Euclid Avenue Cleveland, OH 44103	Donna Motley dmotley@clevelandnaacp.org	216-231-6260	
Cleveland State University	2121 Euclid Avenue Cleveland, OH 44115	www.csucareerline.experience.	216-687-2000	
University of Akron	University of Akron Akron, OH 44325	http://www.collegecentral.com/uakron	330-972-7111	
Kent State University	Kent State University Kent, OH 44242	cscjobs.@kent.edu	330-672-3000	
Baldwin-Wallace University	275 Eastland Road Berea, OH 44017	http://www.bw.edu/career/em ployer	440-826-2101	
John Carroll University	1 John Carroll Blvd University Hts., OH 44118	http://sites.jcu.edu/careercent er	216-397-4267	
Journalismnext.com		Eric Wee www.journalismnext.com		
Networking/employee referral				1
Indeed.com		www.indeed.com		1

FULL-TIME VACANCY EEO INFORMATION

Job Title of Vacancy: Host/Producer - ATC

Recruitment Source That Referred the Hiree: Journalismjobs.com

Total Number of Persons Interviewed for the Vacancy: 3

Date Vacancy Opened: 10/19/2013

Date Vacancy Filled: 12/31/13

THE PROPERTY OF THE PROPERTY O	Ke	Recruitment Sources Used to Fill the Vacancy	ancy		
Name of Recruitment Source	Address	Contact Person	Telephone Number	Total Numbel Did the of Source Interviewees Request Referred by Notificathe Source fo ?	Did the Source Request Notification ?
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	T	
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	- Printer	
Public Radio News Directors Inc. (PRNDI)	P. O. Box 838 Sturgis, SD 57785	Christine Page Diers cpaigediers@gmail.com	605-490-3033	₩.	T Comment
Urban League of Cleveland	2930 Prospect Avenue Cleveland, OH 44115	Cordell Stokes cstokes@ulcleveland.org	216-622-0999	4 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	- Tommusia - Asia
ODJFS	1020 Bolivar Road Cleveland, OH 44115	Tom Hasson Tom.hasson@ula-Ohio.org	216-664-4123	Towards I	
Ohio Center for Broadcasting	9000 Sweet Valley Drive Valley View, OH 44125	Gary James gary@beonair.com	216-447-9117	A PARTICULAR TO THE PARTICULAR	yes
Cincinnati Human Relations Commission	810 Plum Street Cincinnati, OH 45202	Carmen R. Smith carmen@carmenrsmith.com	513-582-1276		yes

MAACO	11.00 F		7734144	THE PARTY OF THE P	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
TAKE.	/ TOO EUCIIA AVenue	Donna Motley	216-231-6260		
ALA A TOMONOMIA A	Cleveland, OH 44103	dmotley@clevelandnaacp.org			
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	216-651-7178		
TO THE PROJECT OF THE	Cleveland, OH 44109	jesus@esperanzainc.org			
CPB Jobline	401 Ninth St. NW	www.stations.cpb.org.jobline	202-879-9600	THALL	anny Arguma
respectively.	Washington, DC 20004				
Current Newspaper	6930 Carroll Ave, #350	Kathleen Unwin	877-745-8776, x 1		1118500
&Current Online	Takoma Park, MD 20912	unwin@current.org			
Emma Bowen Fdn for	524 W. 57 th Street	Sandra Dorsey Rice	212-975-2545	177 (201)	
Minority Interests in Radio	New York, NY 10019	srice@cbs.com			
Journalismjobs.com		www.journalismjobs.com	THE PROPERTY OF THE PROPERTY O	_	
Journalismnext.com		Eric Wee			Annual L
TERRITORISM CONTRACTORISM CONT		www.journalismnext.com			
Nat'l Assn of Black	1100 Knight Hall	http://careerservices.nabj.or	THE PROPERTY OF THE PROPERTY O		e e tamave
Journalists	College Park, MD 20742	М			
Nat'l Assn of Hispanic	1050 Connecticut Ave, NW	http://nahjcareercenter.com	202-662-7145		170 01000
Journalists	Washington, DC 20036				
Ohio Assn of Broadcasters	17 S. High Street, #1010	https://www.oab.org/jobs	614-228-4052		
online job board	Columbus, OH 43215			·	1300
TVJobs.com	Brdcast Employment Srvc	http://www.tvjobs.com	800-374-0119		
- Professional - Prof	Oceanside, CA 92052				
LinkedIn		Jobs-listings@linkedin.com	The second secon		***
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This page amended 3/2016

Job Title of Vacancy: Producer

Recruitment Source That Referred the Hiree: Employee Referral

Date Vacancy Opened: 10/9/2013

Total Number of Persons Interviewed for the Vacancy : 6

Date Vacancy Filled: 2/19/14

Recruitment Sources Used to Fill the Vacancy

- Constituting Management	Ke	Recruitment Sources Used to Fill the Vacancy	Vacancy		
				Total Number	Did the
					Source
N. S.				Interviewees	Reduest
Recruitment Source	Address	Contact Person	Telephone Number	Referred by the Source	Notification?
				for the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382	3	7.00.00
T T T T T T T T T T T T T T T T T T T	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
THE RESIDENCE OF THE PROPERTY	Cleveland, OH 44115				
Networking / Employee	Various	Information provided by	Various	3	
Referral	T T T T T T T T T T T T T T T T T T T	Interviewee.			
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		T T T T T T T T T T T T T T T T T T T
	Cleveland, OH 44115	cstokes@ulcleveland.org			
ODJFS	1020 Bolivar Road	Tom Hasson	216-664-4123	nance.	
	Cleveland, OH 44115	Tom.hasson@ula-			
en-money.	TORNING CO.	Ohio.org			
Ohio Center for	9000 Sweet Valley Drive	Gary James	216-447-9117	T = 17-040000A20	yes
Broadcasting	Valley View, OH 44125	gary@beonair.com			•
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276	"FANALASIS"	yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.c		•	
The state of the company of the state of the	TAMANASE.	<u>om</u>			
NAACP	7100 Euclid Avenue	Donna Motley	216-231-6260		
	Cleveland, OH 44103	dmotley@clevelandnaacp	THE PART OF THE PA		

700000000000000000000000000000000000000		Org.	
Esperanza	3104 W. 25 th St. 4 th Floor Cleveland, OH 44109	Jesus Sanchez jesus@esperanzainc.org	216-651-7178
CPB Jobline	401 Ninth St. NW Washington, DC 20004	www.stations.cpb.org.job	202-879-9600
Current Newspaper &Current Online	6930 Carroll Ave, #350 Takoma Park, MD 20912	Kathleen Unwin unwin@current.org	877-745-8776, x 1
Emma Bowen Fdn for Minority Interests in Radio	524 W. 57 th Street New York, NY 10019	Sandra Dorsey Rice srice@cbs.com	212-975-2545
Cleveland.com	1801 Superior Ave Cleveland, OH 44114	Nick Inzano ninzano@cleveland.com	216-999-4736
Journalismjobs.com		www.journalismjobs.com	
Journalismnext.com		Eric Wee www.journalismnext.com	
Nat'l Assn of Black Journalists	1100 Knight Hall College Park, MD 20742	http://careerservices.nabj	
Nat'l Assn of Hispanic Journalists	1050 Connecticut Ave, NW Washington, DC 20036	http://nahjcareercenter.c	202-662-7145
Ohio Assn of Broadcasters online job board	17 S. High Street, #1010 Columbus, OH 43215	https://www.oab.org/job	614-228-4052
TVJobs.com	Brdcast Employment Srvc Oceanside, CA 92052	http://www.tvjobs.com	800-374-0119
LinkedIn		Jobs- listings@linkedin.com	

Job Title of Vacancy: Volunteer Coordinator

Recruitment Source That Referred the Hiree: Indeed.com

Date Vacancy Opened: 11/12/13

Total Number of Persons Interviewed for the Vacancy: 5

Date Vacancy Filled: 2/24/14

			Topic Control of the	Total Number	Did the
				of	Source
				Interviewees	Request
Name or Recruitment Source	Address	Contact Person	Telephone Number	Referred by the Source	Notification?
				for the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382	THOUSAND TO SERVICE A SERVICE AS A SERVICE A	The state of the s
Track.	Cleveland, OH 44115				***
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
Total to the state of the state	Cleveland, OH 44115				
cleveland.com	1801 Superior Ave.	Nick Inzano	216-999-4736	72000	The state of the s
White the state of	Cleveland, OH 44114	ninzano@cleveland.com			
Careerboard.com	6120 Parkland Blvd, #101	Dennis Liniman	216-763-0842	TMH	17.000
THE TAXABLE STATE OF TA	Mayfield Hts., OH 44124	dliniman@careerboard.com	Ext 1230		
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		
THE POLICE AND THE PO	Cleveland, OH 44115	cstokes@ulcleveland.org		11. 31.	
ODJFS	1020 Bolivar Rd.	Tom Hasson	216-664-4123	***************************************	
The state of the s	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
NAACP	7100 Euclid Avenue	Donna Motley	216-231-6260		
TOWARD TRANSPORTER TO THE PROPERTY OF THE PROP	Cleveland, OH 44103	dmotley@clevelandnaacp.org			
CPB Jobline	401 Ninth St. NW	Erick Dunham	202-879-9600	7.7007720	To Visit I
	Washington, DC 20004	www.stations.cpb.org.jobline		**	
The state of the s	The state of the s	The state of the s	11157448	***************************************	

		The state of the s			
Ohio Center for	9885 Rockside Road	Janice Hannah-Hardy	216-503-5900		yes
Broadcasting	Valley View, OH 44125	jhardy@beonair.com			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		yes
Relations Comm	Cincinnati, OH 45202	carmen@carmenrsmith.com			•
Kelly Blazek's Job Board		kblazek@nls.net			· mma
Assn of Fundraising	4300 Wilson Blvd, #300	http://www.afpnet.org	703-684-0410		
Professionals	Arlington, VA 22203				
Forum for Volunteer	P. O. Box 1878	http://www.fvaohio.org	THE		T magazi
Administrators	Cleveland, OH 44106				
Esperanza	3104 W. 25 th Str, 4 th Flr	Jesus Sanchez	216-651-7178	77777	
	Cleveland, OH 44109	jesus@esperanzainc.org			
LinkedIn		Jobs –	T TO THE PROPERTY OF THE PROPE	· modelita	
of Management of the Control of the		listings@linkedin.com			
Indeed.com		www.indeed.com		3	
Networking/Employee			TO THE THE THINKING THE MACHINE		
Referral					

Job Title of Vacancy: Reporter/Producer

Recruitment Source That Referred the Hiree: Networking Referral

Date Vacancy Opened: 2/1/14

Total Number of Persons Interviewed for the Vacancy:

Date Vacancy Filled: 3/24/14

		אבין יייווויייין אינייייייייייייייייייייייייייייייי	ailty		
				Total Number	Did the
				of	Source
				Interviewees	Request
	Address	Contact Person	Telephone Number	Referred by the Source	Notification?
				for the Vacancy	
	1375 Euclid Ave.	Kim MacDonald	216-916-6382	T	
	Cleveland, OH 44115				
	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115				
	1801 Superior Ave.	Nick Inzano	216-999-4736	The state of the s	75577124
	Cleveland, OH 44114	ninzano@cleveland.com			
	6120 Parkland Blvd, #101	Dennis Liniman	216-763-0842	The state of the s	
	Mayfield Hts., OH 44124	dliniman@careerboard.com	Ext 1230		
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999	THE THE PARTY AND A LOCAL DEPTH AND A LOCAL DEPT	- P44900000444-0
	Cleveland, OH 44115	cstokes@ulcleveland.org			
	1020 Bolivar Rd.	Tom Hasson	216-664-4123	T Y A THE PARTY AND A THE A	THE PERSONNEL TO A
	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
	7100 Euclid Avenue	Donna Motley	216-231-6260	7.744.45	77.5%
	Cleveland, OH 44103	dmotley@clevelandnaacp.o			
	The state of the s	<u>rg</u>			
	401 Ninth St. NW	Erick Dunham	202-879-9600	2	
	Washington, DC 20004	www.stations.cpb.org.joblin			
		υl			
	A Control	To the second se	THE STATE OF THE S		

Ohio Center for	9885 Rockside Road	Janice Hannah-Hardy	216-503-5900	^	yes
Broadcasting	Valley View, OH 44125	<u>ihardy@beonair.com</u>			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276	<u> </u>	yes
Relations Comm	Cincinnati, OH 45202	carmen@carmenrsmith.co			
	THE PROPERTY OF THE PROPERTY O	m			
Kelly Blazek's Job Board		kblazek@nls.net			The state of the s
Journalismjobs.com		www.iournalismjobs.com		· · · · · · · · · · · · · · · · · · ·	The state of the s
Journalismnext.com		Eric Wee	The state of the s		
**************************************		www.journalismnext.com			
Esperanza	3104 W. 25 th Str, 4 th Flr	Jesus Sanchez	216-651-7178	· · ·	
T F THE PROPERTY AND A STATE OF THE PROPERTY AND A STATE O	Cleveland, OH 44109	jesus@esperanzainc.org			
Emma Bowen Fdn for	524 W. 57 th Street	Sandra Dorsey Rice	212-975-2545		
Minority Interests in Radio	New York, NY 10019	srice@cbs.com			
Current Newspaper and	6930 Carroll Ave., #350	Kathleen Unwin	877-745-8776, x 1	T T T T T T T T T T T T T T T T T T T	
Current online	Takoma Park, MD 20912	unwin@current.org			
Nat'l Assn of Hispanic	1050 Connecticut Ave, NW	http://nahjcareercenter.co	202-662-7145		
Journalists	Washington, DC 20036	m			
LinkedIn		Jobs —			
		listings@linkedin.com			
Networking/Employee			2		**************************************
Referral	roman romania de la compania del compania del compania de la compania del la compania de la compania del la compania de la compania del la compani				

Job Title of Vacancy: Assistant Producer - OGT

Recruitment Source That Referred the Hiree: Indeed.com

Total Number of Persons interviewed for the Vacancy: 8

Date Vacancy Opened: 1/28/2014

Date Vacancy filled: 4/28/2014

	R	Recruitment Sources Used to Fill the Vacancy	UCV.		
Name of Recruitment Source	Address	Contact Person	Telephone Number	Total Number of Interviewees Referred by the Source for the	Did the Source Request Notification?
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	-	
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		
Careerboard.com	6120 Parkland Blvd, #101 Mayfield Hts., OH 44124	Dennis Liniman dliniman@careerboard.com	216-763-0842 Ext 1230		
Urban League of Cleveland	2930 Prospect Avenue Cleveland, OH 44115	Cordell Stokes cstokes@ulcleveland.org	216-622-0999	The state of the s	
Urban League of Columbus	788 Mount Vernon Ave Columbus, OH 43203	Courtney Morse cmorse@cul.org	614-257-6300		The second secon
ODJFS	1020 Bolivar Rd. Cleveland, OH 44115	Tom Hasson Tom.hasson@ula-Ohio.org	216-664-4123	And the state of t	The state of the s
Cincinnati Human Relations Commission	810 Plum Street Cincinnati, OH 45202	Carmen R. Smith carmen	513-582-1276		yes
Ohio Center for Broadcasting	9000 Sweet Valley Drive Valley View, OH 44125	Gary James gary@beonair.com	216-447-9117		yes
Esperanza	3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	Jesus Sanchez jesus@esperanzainc.org	1-216-651-7178		

Emma Bowen Fdn for	524 W. 57 th Street	Sandra Dorsey Rice	212-975-2545		
Minority Interests in Radio	New York, NY 10019	srice@cbs.com			
Cleveland.com	1801 Superior Avenue	Nick Inzano	216-999-4736		
* Wilder Symmotopic Advisor A	Cleveland, OH 44114	Ninzano@cleveland.com			
CPB Jobline	401 Ninth Street, NW	www.cpb.org/jobline	202-879-9600		
TRACE AND A STATE	Washington, DC 20004				
NAACP Columbus	341 S. Third Street, #11	branchoffice@columbusnaacp.o	614-464-1108	THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PR	:
	Columbus, OH 43215	B I			
			emenya anama		
Cleveland State University	2121 Euclid Avenue	www.csucareerline.experience.c	216-687-2000		
To the state of th	Cleveland, OH 44115	<u>om</u>			
University of Akron	University of Akron	http://www.collegecentral.com/	330-972-7111	111111111111111111111111111111111111111	
	Akron, OH 44325	uakron			
Kent State University	Kent State University	cscjobs.@kent.edu	330-672-3000		
	Kent, OH 44242				
Ohio State University		Buckeye Careers	614-292-1255		
		Networkhttp://careers-osu-			
The second control of the second seco	- Company of the Comp	csm.symplicity.com/employers			
Central State University		http://centralstate-			
	T System on Principles (Add. Act. Add.)	csm.symplicity.com/employers			,
Journalismnext.com		Eric Wee			
		www.journalismnext.com			
Journalismjobs.com		www.journalismjobs.com		1	
Kelly Blazek's Job Board	NAME AND ADDRESS OF THE PARTY O	kblazek@nls.net			
Networking/employee				3	
referral					
LinkedIn		Jobs –listings@linkedin.com			
Indeed.com	We do not post here; they	pick up our postings from our	website.	3	
		Princero]

ATTACHMENT B MENU OPTION ACTIVITIES

MENU OPTION ACTIVITIES

ideastream has engaged in the following outreach activities during the year covered by this report (June 1, 2013- May 31, 2014):

Activity Classification*	Type of Activity	Brief Description
	Job/Internship Fair Attendance	Ideastream representatives attended three Job/Internship Fairs in the fall of 2013 and spring of 2014. At each of these fairs resumes were gathered and forwarded to Department Managers for internships. Students were also informed how to access our Job postings on the ideastream websites for future job vacancies. November 7, 2013 Baldwin Wallace University held a Career and Internship Expo. February 7, 2014 Cleveland State University Career Fair
S	Internship program	We have continued our Internship Program at ideastream over the past year. We have a series of college interns for either fall, winter/spring or summer sessions learning more about their chosen field. There have been 1 graduate level, 24 college level and 3 high school level interns at ideastream in this past 12 months. Interns gain experience in television and radio production, communications/graphic design, promotions or development and support of a non-profit organization. One high school level intern worked at ideastream supporting the Information Technology and Program needs of the Educational Services Department.

ideastream presented the following sessions to staff in June 2013. There were 5 separate sessions held over 2 days where training about diversity topics was directed to Senior Staff, Content Producers, Hiring Managers and The Community Advisory Board	The sessions were as follows:	Monday afternoon June 17, 2013 Social Media Sourcing: Luis Clemens helps journalists find new ways to use the tools of social media to find a greater diversity of sources. The tools are universally applicable to all that we do and across all platforms. This is a very popular, use-immediately session that Luis began at NPR and has taken to stations and conferences over the past two years. Monday afternoon June 17, 2013 and Tuesday morning June 18, 2013 ## Handling the Hot Issues of Difference: This session for content producers looks at language and coverage issues that frequently arise when journalists tackle the hottest issues under the "diversity" umbrella – from race/ethnicity to sexual orientation to class, ideology, faith, gender and more. Tuesday morning, June 18, 2013 ## Social Media Sourcing: Luis Clemens helps journalists find new ways to use the tools of social media to find a greater diversity of sources. The tools are universally applicable to all that we do and across all platforms. This is a very popular, use-immediately session that Luis began at NPR and has taken to stations and conferences over the past two years.	In the Fall of 2013 the initial ideastream University session "What is ideastream" was reprised for all ideastream employees hired in the past 2 years. Total attendance was about 30 employees.
Diversity Training			Ideastream University
œ			∞

13	Careers Seminars	1) Rick Jackson, Host/Producer presented to the Laurel School Journalism
		Club on June 4, 2013 about journalism careers. There were 10 students
		2) On September 26, 2013 a Distance Learning Video Seminar was
M44		broadcast to a live audience in the Westfield Studio and 10 schools were
		connected via the DL technology. The speaker was Russ Mitchell from
		WKYC news to discuss his career in TV and Broadcast News. Total 250
		students
		3) Mary Fecteau, Education Producer spoke to 12 students from Greater
		Cleveland (Through the Cleveland Foundation) on October 12, 2013 and
		again on May 1, 2014 regarding media production as a career. These
· ·		same students were then taken on a tour of the Idea Center.
		4) February 1, 2014 Eric Siler, Education Workshop Coordinator gave a tour
		of the ideastream facilities to 13 third and fourth graders from the Jack
		and Jill of America, Cleveland Chapter.
		5) On March 4, 2014 Eric Siler spoke to 2 classes of HS juniors and seniors
		(40 total) at Trumbull Career & Technical Center in Warren, OH about
		careers in broadcasting
14./8.	Hiring Process Training	In August 2013 a 4 hour seminar was presented to Management level
	-	employees of ideastream regarding the Hiring Process. This training covered
		the Policy/Procedures used at ideastream for hiring new staff. Included in
· · · · · · · · · · · · · · · · · · ·		those polices are the focus on diversity, how to avoid unintentional bias during
		interviews and how to make sure the candidate pool is diverse (as well as the
		hiring team). 17 employees attended.
14.	HR seminar	In March 2014 the HR Director attended a one day seminar hosted by CSHRM.
·		The session included a variety of HR topics including hiring and diversity. One
		program focused on expanding the diversity of the talent pool.

- For "Activity Classification" use numbers "1" through "16" in accordance with the following:
- Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
 - Hosting of at least one job fair;
- Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
- Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues; 4
- Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
- Participation in job banks, Internet programs, and other programs designed to promote outreach generally 6.5
 - (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
- Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
- Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions; Establishment of a mentoring program for station personnel;
- Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting; 7. 8. 9. 10.
- Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
- Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities; 12.
- Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting; 13.
 - Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination; 14.
- Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions; 15
- Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities. 16.

EEO PUBLIC FILE REPORT

FOR

ideastream[®] WVIZ/PBS, 90.3 WCPN, and 104.9 WCLV

Cleveland Ohio

This EEO Public File Report Covers a 12 month period ending 5/31/2015

EEO PUBLIC FILE REPORT

This EEO Public File Report is filed in the ideastream® public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules.

During the twelve month period ending on May 31, 2015 the organization filled the following full-time vacancies:

Assistant Producer

Station Manager, 90.3 WCPN

Manager, Information Technology

Assistant Producer, OGT

Assistant Producer, OGT

Program Coordinator, Education

Program Coordinator, Education

Managing Editor, News

Development Support Coordinator

Accounting Specialist Budgets & Reporting Manager

Associate Editor – News Managing Producer – Specials

Senior Systems Administrator

Associate Producer

ideastream® interviewed a total of 60 people for all full-time vacancies during the period covered in this report.

The following are the recruitment sources used during the period covered in this report and the cumulative number of interviewees referred by each:

Necruliment Source ideactroam wateite	Total Number of Interviewees Referred
eam website	17
Posted Internally	w
Networking/Employee/Friend Referral	w
Asian American Journalists Assn.	
Assn of Fundraising Professionals	
Baldwin-Wallace University	
Bowling Green State University	
Careerboard.com	
Case Western Reserve University	
Central State University	
Cincinnati Human Relations Comm.	
Cleveland.com	
Clevelanddiversity.com	
Cleveland Plain Dealer	
Cleveland State University	
CPB Jobline	
Craig's List - Cleveland	2
Current Newspaper & Online	
Cuyahoga Arts & Culture Job Board	
Cuyahoga Community College (Tri-C)	
Emma Bowen Fdn for Minority Interests	
In Radio	
Esperanzainc.com	
Facebook.com	,(
Granted.com	
Greater Cleveland Partnership Job Board	
Greaterpublic.org	
Indeed.com	12
Inside Radio	
IT Diversity.com	
John Carroll University	
Journalism jobs.com	

Nat'l Assn of Black Engineers - NEO Chapter Ohio University Scripps School of Julsm WITI (Women in Technology Int'l) Nat'l Assn. of Hispanic Journalists Nat'l Assn of Black Accountants Nat'l Assn. of Black Journalists Staffing Solutions Temp Agency NAACP of Greater Cleveland Ohio Center for Broadcasting Urban League of Cleveland ODJFS - Ohio Means Jobs Ohio Assn of Broadcasters Poynter Institute Online Kent State University Livingston Associates Journalismnext.com University of Akron Simply Hired.com PRNDI Website NETA Online K-12 Jobspot Media Bistro PMBA.org LinkedIn

6 9

Attachment A contains the following information for each full-time vacancy:

- The recruitment source(s) used to fill each vacancy, identified by name, address, contact person and telephone number; A
- The recruitment source that referred the hiree for each full-time vacancy;
- ➤ The total number of persons interviewed for each full-time vacancy; and
- The total number of interviewees referred by each recruitment source used in connection with each vacancy.

Attachment B contains a list and brief description of menu option activities undertaken pursuant to the FCC's EEO rules during the time period covered by this report.

* * *

EEO INFORMATION FOR FULL-TIME VACANCIES ATTACHMENT A

Job Title of Vacancy: Assistant Producer

Recruitment Source That Referred the Hiree: indeed.com

Date Vacancy Opened: 5/9/14

Total Number of Persons Interviewed for the Vacancy: 5

Date Vacancy Filled: 7/14/14

710-916-0387
216-916-6382
216-999-4736
216-622-0999
cstokes@ulcleveland.org
Tom.hasson@ula-Ohio.org
dmotley@clevelandnaacp.org
www.cpb.org/jobline
1-216-651-7178
jesus@esperanzainc.org

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Ohio Center for	9885 Rockside Rd, #160	Janice Hardy	216-503-5900	Set	
Broadcasting	Valley View, OH 44125	jhardy@beonair.com		3.55	
Cincinnati Human	801 Plum Street	Carmen R. Smith	513-582-1276	Ves	
Relations Commission	City Hall, Room 158 Cincinnati, OH 45202	carmen@carmenrsmith.com		3	
Cleveland State University	2121 Euclid Avenue Cleveland, OH 44115	csucareerline@experience.com	216-687-2233	T T T T T T T T T T T T T T T T T T T	
Ohio University Scripps School of Journalism	1 Ohio University Athens, Ohio 45701-2979	Debbie DePeel depeel@ohio.edu	740-593-2590		
University of Akron	302 E. Buchtel Avenue Akron, OH 44325	http://www.uakron.edu/career/	330-972-7747		
Bowling Green State University	Bowling Green, OH 43403-0001	http://www.bgsu.edu/career_center/employers/job-posting-form.html	419-372-2531		
Central State University	1400 Brush Row Wilberforce, OH 45384	http://centralstate- csm.symplicity.com/employers	937-376-6011		
Kent State University	800 E. Summit Street Kent, Oh 44240	cscjobs@kent.edu https://kentstate.experience.com /emp/sblogin	330-672-2360		
Indeed.com	We do not post here – they pick up our postings from our website	www.indeed.com		1000	
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Job Title of Vacancy: Station Manager, 90.3 WCPN

Date Vacancy Opened: 5/8/2014

Date Vacancy Filled: 8/1/2014

Recruitment Source That Referred the Hiree: Livingston & Associates

Total Number of Persons Interviewed for the Vacancy: 3

Recruitment Sources Used to Fill the Vacanc

T TT SULL.	Y	Recruitment Sources Used to Fill the Vacancy	ancy		
				Total	Did the
				Number of	Source
ę P				Interviewee	Request
Name of	, , , , , , , , , , , , , , , , , , ,	1		s Referred	Notification?
Recruitment Source	Address	Contact Person	Telephone Number	by the	
				Source for	
				the	
- marini Control	The second secon	- PRANSOL	TOTAL PARTY OF THE	Vacancy	
ideastream website	1375 Euclid Avenue Cleveland, OH 44115	Kim MacDonald	216-916-6382		
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115				
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		Yes
Relations Commission	Cincinnati, OH 45202	Carmen@carmenrsmith.com			
The Control of the Co	THIS MANUAL AND A	- Problems as a second of the			
Ohio Center for	9885 Rockside Rd, #160	Janice Hardy	216-503-5900		Yes
Broadcasting	Valley View, OH 44125	<u>jhardy@beonair.com</u>			
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999	The state of the s	
	Cleveland, OH 44115	cstokes@ulcleveland.org			
Transfer Inc.	2104 117 05th 64 4th Fr				
Esperanza, mc.	3104 W. 25 " St. 4" Floor	Jesus Sanchez	1-216-651-7178		
- Approximate to	Cleveland, Onio 44109	Jesus(@esperanzainc.org	1-216-651-7183(Fax)		
Emma Bowen Foundation	30 Rockefeller Plaza	Sandra Rice	212-975-2545		
for Minority Interests In Media	New York, NY 10112	sdrice@cbs.com			
LinkedIn	T WANTED TO THE TOTAL THE TOTAL TO THE TOTAL TOTAL TO THE	Jobs – <u>listings@linkedin.com</u>		- Committee of	The state of the s
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Olio Mealis Joos	Cleveland, OH 44115	I om Hasson Tom.hasson@ula-Ohio.org	216-664-4123	
CPB Jobline	401 Ninth Street, NW Washington, DC 20004	www.cpb.org/jobline		1000
NAACP	7100 Euclid Avenue Cleveland, OH 44103	Sheila Wright swright3030@gmail.com	216-231-6260	
1900		7.00		
<u>Livingston Associates</u> – filed ads on our behalf with:	3000 Chestnut Ave., #208 Baltimore, MD 21211	Tom Livingston info@livingstonassociates.net	410-243-1974	3
Current Newspaper & Current online	6930 Carroll Ave, #350 Takoma Park, MD 20912	Kathleen Unwin unwin@current.org	877-745-8776, x1	
Inside Radio	P. O. Box 567925 Atlanta, GA 31156	www.insideradio.com	800-248-4242	
Nat'l Assn of Black Journalists	1100 Knight Hall College Park, MD 20742	http://careerservices.nabj.org		
Nat'l Assn of Hispanic Journalists	1050 Connecticut Ave, NW Washington, DC 20036	http://nahjcareercenter.com	202-662-7145	
Asian American Journalists Assn.	5 Third Street, Suite 1108 San Francisco, CA 94103	www.aaja.org	415-346-2051	
2100/cF.F	THE PERSON NAMED IN COLUMN TO THE PE	1999 Interest of the second se	The state of the s	THE PERSON

Amended 3/2016

Job Title of Vacancy: Manager Information Technology Recru

Recruitment Source That Referred the Hiree: Networking/Colleague Referral

Date Vacancy Opened: 4/18/2014

Total Number of Persons
Interviewed for the Vacancy: 7

Date Vacancy Filled: 7/28/2014

Recruitment Sources Used to Fill the Vacancy

			· · · · · · · · · · · · · · · · · · ·	Total	Did the
				Number of	Source
30000				Interviewees	Request
Recruitment Source	Address	Contact Person	Telenhone	Keferred by	Notification?
			Number	for the	
ideastream website	1375 Euclid Avenue	Kim MacDonald	216-916-6382	2	
	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115				
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		Yes
Relations Commission	Cincinnati, OH 45202	Carmen@carmenrsmith.com			
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Ohio Center for	9885 Rockside Rd, #160	Janice Hardy	216-503-5900	· · · · · · · · · · · · · · · · · · ·	Yes
Broadcasting	Valley View, OH 44125	jhardy@beonair.com			
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999	POLISE	
	Cleveland, OH 44115	cstokes@ulcleveland.org			
ODJFS/ Ohio Means Jobs	1020 Bolivar Rd.	Tom Hasson	216-664-4123	- Anti-Anti-Anti-Anti-Anti-Anti-Anti-Anti-	· · · · · · · · · · · · · · · · · · ·
The property of the state of th	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
NAACP	7100 Euclid Avenue	Sheila Wright	216-231-6260	TE WASHINGTON TO THE TOTAL TOT	
	Cleveland, OH 44103	swright3030@gmail.com			
TO THE PROPERTY OF THE PROPERT	- The state of the	***			

Networking	Various	Information provided by interviewee.	Various	
			T THE TAX AND THE	TANKS.
Esperanza	3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	Jesus Sanchez jesus@esperanzainc.org	1-216-651-7178	
	The state of the s	,		
LinkedIn		Jobs – <u>listings@linkedin.com</u>		THE ATTENDANCE OF THE ATTENDAN
Cleveland.com	1801 Superior Ave	David Matheuse	216 000 4726	The state of the s
	Cleveland, OH 44114	Cavita trianilows	0514-266-017	
Careerboard.com	6120 Parkland Blvd, #101	Dennis Liniman	216-763-0842	,
The state of the s	Mayfield Hts., OH 44124	dliniman@careerboard.com		
Case Western Reserve	10900 Euclid Avenue	https://case-	216-368-2000	· · · · · · · · · · · · · · · · · · ·
University	Cleveland, OH 44106	csm.symplicity.com/employers/		
WITI (Women in	· · · · · · · · · · · · · · · · · · ·	11777777 1 Carry (1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1	010 700 0404	The state of the s
Information Technology Int'l)			010-700-7404	-
IT Diversity	The state of the s	www ITD iversity careers com	952 595 4496 evt	The state of the s
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Indeed.com	We do not post here – they	www.indeed.com	N-14000	3
	pick up our postings from			
THE ROLL COMMANDE	our website			

Amended 3/2016

Job Title of Vacancy: Assistant Producer - OGT (2 positions)

Recruitment Source That Referred the Hirees: Internal Posting (Former Interns)

Date Vacancy Opened: 7/11/2014

Total Number of Persons Interviewed for the Vacancy: 3

Date Vacancy Filled: 8/11/2014

Vacancy	
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nent Sources	
Recruitmen	

The state of the s	MCCI (I	Recruitment Sources Used to Fill the Vacancy	>-		
Name of				Total Number of Interviewees Referred by	Did the Source Request Notification?
Recruitment Source	Address	Contact Person	Telephone Number	the Source for the Vacancy	
ideastream website	1375 Euclid Avenue Cleveland, OH 44115	Kim MacDonald	216-916-6382	1	
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	2	
Cincinnati Human Relations Commission	810 Plum Street Cincinnati, OH 45202	Carmen R. Smith Carmen@carmenrsmith.com	513-582-1276		Yes
Ohio Center for Broadcasting	9885 Rockside Rd, #160 Valley View, OH 44125	Janice Hardy jhardy@beonair.com	216-503-5900	77 888 1	Yes
Urban League of Columbus	788 Mt Vernon Ave Columbus, OH 43203	Courtney Morse cmorse@cul.org	(614) 257-6300 Ext 176		
ODJFS Employment Connection/Ohio Means Jobs	1020 Bolivar Rd. Cleveland, OH 44115	Tom Hasson Tom.hasson@ula-Ohio.org	216-664-4123	- Turning and the state of the	
NAACP - Columbus	341S. 3 rd Street, #11 Columbus, OH 43215		614-464-1108	To the second of	THE PROPERTY.

Job Title of Vacancy: Program Coordinator, Education (Grant)

Recruitment Source That Referred the Hiree: ideastream website

Date Vacancy Opened: 7/30/2014

Total Number of Persons Interviewed for the Vacancy: 6

Date Vacancy Filled: 10/6/14

	Recruit	Recruitment Sources Used to Fill the Vacancy		,	THE STATE OF THE S
Name of				Total Number of Interviewees	Did the Source Request
Recruitment Source	Address	Contact Person	Telephone Number	the Source for the Vacancy	Notification?
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	3	- The second second
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		Personal Control of Co
Urban League of Cleveland	2930 Prospect Avenue Cleveland, OH 44115	Cordell Stokes cstokes@ulcleveland.org	216-622-0999	***************************************	
Esperanza	3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	Jesus Sanchez jesus@esperanzainc.org	1-216-651-7178		1 7 7 1 7 1 7 1 7 1 7 1 7 1 7 1 7 1 7 1
ODJFS/ Ohio Means Jobs Employment Connection	9885 Rockside Rd, #160 Valley View, OH 44125	Janice Hardy jhardy@beonair.com	216-503-5900		
NAACP	7100 Euclid Avenue Cleveland, OH 44103	Sheila Wright swright3030@gmail.com	216-231-6260	To the second se	T T T T T T T T T T T T T T T T T T T
Ohio Center for Broadcasting	9885 Rockside Rd, #160 Valley View, OH 44125	Janice Hardy jhardy@beonair.com	216-503-5900		Yes

K-12 Jobspot Indeed.com	Cincinnati, OH 45202	carmen@carmenrsmith.com			Yes
K-12 Jobspot Indeed.com			THE MALE.		
Indeed.com		www.k12jobspot.com			
	We do not post here – they pick up our postings from our website	www.indeed.com		-	
Networking/Employee Referrals		various	TOTAL TOTAL	2	
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	7.100/201				
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Job Title of Vacancy: Program Coordinator - Education R

Recruitment Source That Referred the Hiree: Employee Referral

Total Number of Persons interviewed for the Vacancy:

Date Vacancy Filled: 8/25/2014

Date Vacancy Opened: 07/17/2014

Recruitment Sources Used to Fill the Vacancy	Telephone Address Contact Percon	1375 Euclid Ave. Kim MacDonald 216-916-6382 Vacancy Cleveland, OH 44115		`` _	1020 Bolivar Rd. Cleveland, OH 44115	810 Plum Street sion Cincinnati, OH 45202	3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	9885 Rockside Rd, #160 Valley View, OH 44125	7100 Euclid Avenue Sheila Wright Cleveland, OH 44103 swright3030@gmail.com 216-231-6260		om We do not post here – they pick www.indeed.com 1 up our postings from our
- comments	Name of Recruitment Source	ideastream website	Posted Internally	Urban League of Cleveland	ODJFS/Ohio Means Jobs Employment Connection	Cincinnati Human Relations Commission	Esperanza	Ohio Center for Broadcasting	NAACP	K-12 Jobspot	Indeed.com

Networking/Employee Referrals	various	Toronto Anna Anna Anna Anna Anna Anna Anna Ann	TO THE PROPERTY OF THE PROPERT	
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Job Title of Vacancy: Managing Editor - News

Recruitment Source That Referred the Hiree: Livingston Associates

Total Number of Persons interviewed for the Vacancy:

Date Vacancy Filled: 8/1/2014

Date Vacancy Opened: 4/3/2014

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	Did the	Source	Request	Notification?											yes	•			yes					
	Total Number	Jo	Interviewees	Referred by	the Source for	the Vacancy			· · · · · · · · · · · · · · · · · · ·		The same and the s				diversity and around subject to the									
					Telephone	Number	216-916-6382		216-916-6382		216-622-0999		216-664-4123		513-582-1276		1-216-651-7178		216-503-5900		1	216-231-6260		
Recruitment Sources Used to Fill the Vacancy					Contact Person	T T T T T T T T T T T T T T T T T T T	Kim MacDonald		Kim MacDonald		Cordell Stokes	cstokes@ulcleveland.org	Tom Hasson	Tom.hasson@ula-Ohio.org	Carmen R. Smith	carmen@carmenrsmith.com	Jesus Sanchez	jesus@esperanzainc.org	Janice Hardy	jhardy@beonair.com	Sheila Wright	swright3030@gmail.com		The state of the s
Recruit				,	Address	The state of the s	1375 Euclid Ave.	Cleveland, OH 44115	1375 Euclid Ave.	Cleveland, OH 44115	2930 Prospect Avenue	Cleveland, OH 44115	1020 Bolivar Rd.	Cleveland, OH 44115	810 Plum Street	Cincinnati, OH 45202	3104 W. 25 th St. 4 th Floor	Cleveland, Ohio 44109	9885 Rockside Rd, #160	Valley View, OH 44125	7100 Euclid Avenue	Cleveland, OH 44103		The state of the s
				Name of	Recruitment Source	1	ideastream website		Posted Internally		Urban League of Cleveland	, management of the state of th	ODJFS/Ohio Means Jobs	Employment Connection	Cincinnati Human	Relations Commission	Esperanza	The Challenger is the later	Ohio Center for	Broadcasting		NAACP		TO AND SERVICE OF THE PROPERTY

· · · · · · · · · · · · · · · · · · ·				-								4	
202-879-9600		877-745-8776, x 1	216-999-4736	The same of the sa		888-769-6837	605-490-3033	212-975-2545	111111111111111111111111111111111111111	202-662-7145	415-346-2051	410-243-1974	
www.cpb.org/jobline	Jobs – listings@linkedin.com	Kathleen Unwin unwin@current.org	David Mathews dmathews/@cleveland.com	www.journalismjobs.com	Eric Wee www.journalismnext.com	http://careers.poynter.org/emp loyers	cpagediers@gmail.com	Sandra Dorsey Rice srice@cbs.com	http://careerservices.nabj.org	http://nahjcareercenter.com	www.aaja.org	Tom Livingston info@livingstonassociates.net	The suppose of the state of the
401 Ninth Street, NW Washington, DC 20004		6930 Carroll Ave, #350 Takoma Park, MD 20912	1801 Superior Avenue Cleveland, OH 44114			801 Third Street South St. Petersburg, FL 33701	Tree agreements	524 W. 57 th Street New York, NY 10019	1100 Knight Hall College Park, MD 20742	1050 Connecticut Ave, NW Washington, DC 20036	5 Third Street, Suite 1108 San Francisco, CA 94103	3000 Chestnut Ave., #208 Baltimore, MD 21211	7 + F + F + F + F + F + F + F + F + F +
CPB Jobline	LinkedIn	Current Newspaper & Current online	Cleveland.com	Journalismjobs.com	Journalismnext.com	Poynter Institute Online	PRNDI website	Emma Bowen Fdn for Minority Interests in Radio	Nat'l Assn of Black Journalists	Nat'l Assn of Hispanic Journalists	Assn.	<u>Livingston Associates</u> – filed ads on our behalf with:	NFTA Online

PMBA org	THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRE	THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF THE PROPERTY AND ADDRESS OF THE PROPERTY ADDRESS OF TH			
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Greaterpublic.org			THE SAME LABORAL SAME SAME SAME SAME SAME SAME SAME SAME	THE THE PARTY OF T	
Media Bistro	475 Park Avenue South New York, NY 10016	Rachel LaMariana www.mediabistro.com	212-547-7934		

Job Title of Vacancy: Development Support Coordinator

Staffing Solutions Recruitment Source That Referred the Hiree:

Total Number of Persons interviewed for the Vacancy: 5

Date Vacancy Opened: 8/26/2014

Date Vacancy Filled: 10/13/2014

	Keci	Recruitment Sources Used to Fill the Vacancy	ancy		
Name of Recruitment Source	Address	Contact Person	Telephone Number	Total Number of Interviewees Referred by the Source for the	Did the Source Request Notification?
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		TY ASSESSMENT OF THE PROPERTY
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		P P P P P P P P P P P P P P P P P P P
Networking/Employee Referral	Various		Various	The state of the s	
ODJFS (Ohio Means Jobs)	1020 Bolivar Rd. Cleveland, OH 44115	Tom Hasson Tom.hasson@ula-Ohio.org	216-664-4123		
Cincinnati Human Relations Commission	810 Plum Street Cincinnati, OH 45202	Carmen R. Smith carmen@carmenrsmith.com	513-582-1276	10.00 pt 10.00 pt	yes
Esperanza	3104 W. 25 th St. 4 th Floor Cleveland, Ohio 44109	Jesus Sanchez jesus@esperanzainc.org	1-216-651-7178		
Ohio Center for Broadcasting	9885 Rockside Rd, #160 Valley View, OH 44125	Janice Hardy jhardy@beonair.com	216-503-5900		yes
Urban League of Cleveland	2930 Prospect Avenue Cleveland, OH 44115	Cordell Stokes cstokes@ulcleveland.org	216-622-0999		
Cleveland.com	1801 Superior Avenue Cleveland, OH 44114	David Mathews dmathews@cleveland.com	216-999-4736		

LinkedIn		Jobs-listings@linkedin.com		
Assn of Fundraising Professionals	4300 Wilson Blvd, #300 Arlington, VA 22203	http://jobs.afpnet.org/employe	703-684-0410	
Cuyahoga Arts & Culture Non-Profit Job Board	1501 Euclid Avenue Cleveland, OH 44115	Jennifer Schlosser www.cacgrants.org/jobs	216-515-8303	
Cleveland NAACP	7100 Euclid Avenue Cleveland, OH 44103	Sheila Wright Swright3030@gmail.com	216-231-6260	
Career Board	6120 Parkland Blvd, #101 Mayfield Hts., OH 44124	Dennis Liniman dliniman@careerboard.com	216-763-0842	
Staffing Solutions Agency	5915 Landerbrook Dr., #100 Mayfield Hts., OH 44124	Ann Richardson	440-684-7218	
Indeed.com	We do not post here – they pick up our postings from our website.	www.indeed.com		
man and a factorized an	THE PROPERTY OF THE PROPERTY O			
T C COUNTY PROPERTY OF THE COUNTY PROPERTY PROPERTY OF THE COUNTY PROPERTY PR				

Job Title of Vacancy: Accounting Specialist

Recruitment Source That Referred the Hiree: Indeed.com

Total Number of Persons interviewed for the Vacancy:

Date Vacancy Opened: 10/27/2014

Date Vacancy filled:

12/22/2015

	Re	Recruitment Sources Used to Fill the Vacancy	ancy		
				Total	Did the
				Number of	Source
				Interviewees	Request
Name of	1	i		Referred by	Notification?
Recruitment Source	Address	Contact Person	Telephone	the Source	
			Number	for the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382		**************************************
	Cleveland, OH 44115				
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115				
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		
	Cleveland, OH 44115	cstokes@ulcleveland.org			
		Tom Hasson	216-664-4123		
ODJFS – Ohio Means Jobs	1020 Bolivar Rd.	Tom.hasson@ula-Ohio.org			
	Cleveland, OH 44115				
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com			
Ohio Center for	9885 Rockside Rd, #160	Janice Hardy	216-503-5900		yes
Broadcasting	Valley View, OH 44125	jhardy@beonair.com			
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	1-216-651-7178		
	Cleveland, Ohio 44109	jesus@esperanzainc.org			
Cleveland Plain Dealer	1801 Superior Avenue	David Mathews	216-999-4736		
	Cleveland OH 44114	dmathews@cleveland.com	William		
Cleveland.com	1801 Superior Avenue	David Mathews	216-999-4736		
	Cleveland, OH 44114	dmathews@cleveland.com			
Activity Attivity data and a second s		AMBIET-AMBERTAR AMBIET-AMBERTAR AMBIET-AMBIE			

Careerboard.com	6120 Parkland Blvd #101 Mayfield Hts., OH 44124	Dennis Liniman dliniman@careerboard.com	216-763-0842		;
NAACP	7100 Euclid Avenue Cleveland, OH 44103	Sheila Wright swright3030@gmail.com	216-231-6260		
Cleveland State University	2121 Euclid Avenue Cleveland, OH 44115	www.csucareerline.experience.	216-687-2000	1	
Case Western Reserve University	10900 Euclid Avenue Cleveland, OH 44106	https://case- csm.symplicity.com/employers	216-368-2000		
Kent State University	Kent State University Kent, OH 44242	cscjobs.@kent.edu	330-672-3000		
Baldwin-Wallace University	275 Eastland Road Berea, OH 44017	http://www.bw.edu/career/empl oyer	440-826-2101		
John Carroll University	1 John Carroll Blvd University Hts., OH 44118	http://sites.jcu.edu/careercenter	216-397-4267	The state of the s	
Networking/employee referral					
Indeed.com		www.indeed.com		3	

Job Title of Vacancy: Budgets & Reporting Manager

Recruitment Source That Referred the Hiree: Ideastream Website

Total Number of Persons Interviewed for the Vacancy:

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Date Vacancy Opened: 12/9/2014

Date Vacancy Filled: 2/16/2015

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	Re	Recruitment Sources Used to Fill the Vacancy	ancy		
Name of Recruitment Source	Address	Contact Person	Telephone Number	Total Number of Interview ees Referred by the Source for the	Did the Source Request Notification?
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	3	
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		
Cleveland.com	1801 Superior Avenue Cleveland, OH 44114	David Mathews dmathews@cleveland.com	216-999-4736		
Urban League of Cleveland	2930 Prospect Avenue Cleveland, OH 44115	Cordell Stokes cstokes@ulcleveland.org	216-622-0999		
ODJFS – Ohio Means Jobs	1020 Bolivar Road Cleveland, OH 44115	Tom Hasson Tom.hasson@ula-Ohio.org	216-664-4123		
Ohio Center for Broadcasting	9885 Rockside Rd, #160 Valley View, OH 44125	Janice Hardy jhardy@beonair.com	216-503-5900		yes
Cincinnati Human Relations Commission	810 Plum Street Cincinnati, OH 45202	Carmen R. Smith carmen@carmenrsmith.com	513-582-1276		yes
NAACP	7100 Euclid Avenue Cleveland, OH 44103	Sheila Wright swright3030@gmail.com	216-231-6260	Transmittania (m.) (m.) (m.) (m.) (m.) (m.) (m.) (m.)	

Esperanza	3104 W. 25th St. 4th Floor	Jesus Sanchez	216-651-7178	Annual An	The same and the s
	Cleveland, OH 44109	jesus@esperanzainc.org			
CPB Jobline	401 Ninth St. NW	www.stations.cpb.org.jobline	202-879-9600	THE STATE OF THE S	
The state of the s	Washington, DC 20004				
Careerboard.com	6120 Parkland Blvd, #101	Dennis Liniman	216-763-0842	The state of the s	
	Mayfield Hts., OH 44114	dliniman@careerboard.com			
Emma Bowen Fdn for	524 W. 57 th Street	Sandra Dorsey Rice	212-975-2545	11	
Minority Interests in Radio	New York, NY 10019	srice@cbs.com			
Cleveland State University	2121 Euclid Avenue	csucareerline@experience.com	216-687-2233		
	City in the Cooperation of the C	• (THE PROPERTY OF THE PROPERTY O		
Kent State University	800 E. Summit Street	cscjobs(@kent.edu	330-672-2360	••	
	Kent, OH 44240	https://kentstate.experience.com			
University of Akron	302 E. Buchtel Avenue	http://www.collegecentral.com/	330-972-7111		
	Akron, OH 44325	<u>uakron</u>			
LinkedIn		Jobs-listings@linkedin.com		<u> </u>	
Nat'l Assn of Black	7474 Greenway Center Dr,	http://nabacareercenter.nabainc.	301-474-6222	- To an and Annie and Anni	
Accountants	#1120, Greenbelt MD 20770	<u>org/jobs</u>			
Granted.com		www.granted.com/employers	626-243-9365		
Cuyahoga Arts & Culture	1501 Euclid Avenue	Jennifer Scholosser	216-515-8303		
Job Board	Cleveland, OH 44115	www.cacgrants.org/jobs			
Indeed.com	We do not post here directly- they pick up	www.indeed.com		1	
	postings from our website				
Current Newspaper &	6930 Carroll Ave, #350	Emily Lowrey	877-745-8776, x1		
Current online	Takoma Park, MD 20912	advertising@current.org			

Job Title of Vacancy: Associate Editor, News

Recruitment Source That Referred the Hiree: ideastream website

Total Number of Persons Interviewed for the Vacancy: 1

Date Vacancy Filled: 3/9/2015

Date Vacancy Opened: 11/11/2014

	Re	Recruitment Sources Used to Fill the Vacancy	acancy		
1.1. International Additional Principles				Total	Did the
				Number of Interviewees	Source Request
Name of	, ,			Referred by	Notification?
Recruitment Source	Address	Contact Person	Lelephone i umber	the Source for the Vacancy	
ideastream website	1375 Euclid Ave.	Kim MacDonald	216-916-6382	1	
	Cleveland, OH 44115	WARRING THE I			- Lawrence - Control - Con
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		
	Cleveland, OH 44115	ASSAULTIFET			
Networking / Employee	Various	Information provided by	Various		
Referral		Interviewee.	- analytic -	***************************************	
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		
,	Cleveland, OH 44115	cstokes@ulcleveland.org			
ODJFS – Ohio Means Jobs	1020 Bolivar Road	Tom Hasson	216-664-4123		and the latest and th
	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org		- Milli	
Ohio Center for	9885 Rockside Rd, #160	Janice Hardy	216-503-5900		yes
Broadcasting	Valley View, OH 44125	jhardy@beonair.com	NAMES		May and a
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com	Additive		

NAACP	7100 Euclid Avenue	Sheila Wright	216-231-6260	
	Cleveland, OH 44103	swright3030@gmail.com		
Esperanza	3104 W. 25 th St. 4 th Floor	Jesus Sanchez	216-651-7178	
	Cleveland, OH 44109	jesus@esperanzainc.org		
CPB Jobline	401 Ninth St. NW	www.stations.cpb.org.jobline	202-879-9600	
	Washington, DC 20004			
Current Newspaper	6930 Carroll Ave, #350	Emily Lowrey	877-745-8776, x 1	
&Current Online	l akoma Park, MD 20912	advertising(a)current.org		
Emma Bowen Fdn for	524 W. 57 th Street	Sandra Dorsey Rice	212-975-2545	
Minority Interests in Radio	New York, NY 10019	srice@cbs.com		
Cleveland.com	1801 Superior Ave	David Mathews	216-999-4736	
	Cleveland, OH 44114	dmathews@cleveland.com		
Journalismjobs.com		www.journalismjobs.com		
Journalismnext.com		Eric Wee		
		www.journalismnext.com		
Nat'l Assn of Black	1100 Knight Hall	http://careerservices.nabj.org		
Nat'l Assn of Hisnanic	1050 Connecticut Ave	http://nabicareercenter.com	202-662-7145	
Journalists	NW			
	Washington, DC 20036			
Media Bistro	475 Park Avenue – South	Rachel LaMariana	212-547-7934	
	New York, NY 10016	Job.info@mediabistro.com	THE PARTY OF THE P	- A A A A A A A A A A A A A A A A A A A
Poynter Institute	801 Third Street, South	http://careers.poynter.org/em	888-491-8833, ext	
	St. Petersburg, FL 33701	ployers	1445	One of a security of the second sec
LinkedIn		Jobs-listings@linkedin.com		

Job Title of Vacancy: Managing Producer - Specials

Recruitment Source That Referred the Hiree: Simply Hired.com

Total Number of Persons Interviewed for the Vacancy:

S

Date Vacancy Filled: 2/16/2015

Date Vacancy Opened: 11/5/2014

Recruitment Sources Used to Fill the Vacancy

		Action of the court of the control o	ancy		D. 3 41.
				Number of	Did the
				Interviewees	Source
Name of				Referred by	Notification?
Recruitment Source	Address	Contact Person	Telephone	the Source	
			Number	for the	
ideastream website	1375 Findlid Ave	Kim MacDonald	716-016-6387	v acancy	
	Cleveland, OH 44115		7000010017		
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382	2	
	Cleveland, OH 44115				
Ohio Assn of Broadcasters	17 S. High Street, #1010	www.oab.org	614-228-4052	SOLVEN NATURAL PROPERTY OF THE	
	Columbus, OH 43215				
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		
	Cleveland, OH 44115	cstokes@ulcleveland.org			
ODJFS – Ohio Means Jobs	1020 Bolivar Rd.	Tom Hasson	216-664-4123		
	Cleveland, OH 44115	Tom.hasson@ula-Ohio.org			
NAACP	7100 Euclid Avenue	Sheila Wright	216-231-6260		
	Cleveland, OH 44103	swright3030@gmail.com			
	The state of the s				
CPB Jobline	401 Ninth St. NW	Erick Dunham	202-879-9600		
	Washington, DC 20004	www.stations.cpb.org.jobline			
			The state of the s	THE PERSONNEL PROPERTY OF THE PERSONNEL PROP	With the control of t

Ohio Center for	9885 Rockside Rd, #160	Janice Hardy insurance	216-503-5900		yes
Dioaucasting	valley view, oir 11125	man y (2000) and y			a total and
Cincinnati Human Relations Commission	810 Plum Street Cincinnati OH 45202	Carmen R. Smith	513-582-1276		yes
0	6020 Circuit Aris #250		3000 3NF FF0		
Current Newspaper &	o950 Carron Ave., #550 Takoma Park, MD 20912	Emily Lowrey advertising@current.org	8//-/43-8//0, ext 1		
Emma Bowen Fdn for Minority Interest in Media	524 W. 57 th Street New York, NY 10019	Sandra Dorsey Rice srice@cbs.com	212-975-2545		
Esperanza	3104 W. 25 th Str, 4 th Flr Cleveland, OH 44109	Jesus Sanchez jesus@esperanzainc.org	216-651-7178		
Journalismjobs.com		www.journalismjobs.com		3	
Journalismnext.com	a construction	Eric Wee www.journalismnext.com	debate many version (v. v.)		
Nat'l Assn of Black Journalists	1100 Knight Hall College Park, MD 20742	http://careerservices.nabj.org			
Nat'l Assn of Hispanic Journalists	1050 Connecticut Ave, NW Washington, DC 20036	http://nahjcareercenter.com	202-662-7145	LA CAMPAGE	
Media Bistro	475 Park Avenue- South New York, NY 10016	Rachel LaMariana Job.info@mediabistro.com	212-547-7934		
Poynter Institute	801 Third Street, South St. Petersburg, FL 33701	http://careers.poynter.org/emp loyers	888-491-8833, ext 1445		with the second
Livingston Associates	3000 Chestnut Ave, #208 Baltimore, MD 21211	Tom Livingston info@livingstonassociates.net	410-243-1974	2	
SimplyHired.com	We do not post here; they pick up our postings from our website			1	
The state of the s	233000	A AMERICAN PROPERTY OF THE PRO	- 410 PT - 1		- AND

Amended 3/2016

Job Title of Vacancy: Senior Systems Administrator

Recruitment Source That Referred the Hiree: Facebook

Date Vacancy Opened: 2/26/2015

Total Number of Persons Interviewed for the Vacancy: 3

Date Vacancy Filled: 4/6/2015

	Kec	Recruitment Sources Used to Fill the Vacancy			
Name of Recruitment Source	Address	Contact Person		Total Number S of I Interview Referred by the Source for the	Did the Source Request Notification?
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		
Posted Internally	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382		
cleveland.com	1801 Superior Ave. Cleveland, OH 44114	David Mathews durand.com	216-999-4736		
Careerboard.com	6120 Parkland Blvd, #101 Mayfield Hts., OH 44124	Dennis Liniman dliniman@careerboard.com	216-763-0842 Ext 1230		
Urban League of Cleveland	2930 Prospect Avenue Cleveland, OH 44115	Cordell Stokes cstokes@ulcleveland.org	216-622-0999		and the control of th
ODJFS – Ohio Means Jobs	1020 Bolivar Rd. Cleveland, OH 44115	Tom Hasson Tom.hasson@ula-Ohio.org	216-664-4123		
NAACP	7100 Euclid Avenue Cleveland, OH 44103	Sheila Wright <u>swright3030@gmail.com</u>	216-231-6260		

The state of the s		The state of the s			
Ohio Center for	9885 Kockside Koad	Janice Hannah-Hardy	216-503-5900		yes
Broadcasting	Valley View, OH 44125	ihardy@beonair.com			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		yes
Relations Comm	Cincinnati, OH 45202	carmen@carmenrsmith.com			
Esperanza	3104 W. 25 th Str, 4 th Flr	Jesus Sanchez	216-651-7178		
	Cleveland, OH 44109	jesus@esperanzainc.org			
Cleveland State University	2121 Euclid Avenue	csucareerline@experience.com	216-687-2233		
Cuyahoga Comm College	2900 Community College Ave, Cleveland, OH 44115	http://www.collegecentral.com/tri-c	800-954-8742		
University of Akron	302 E. Buchtel Avenue Akron, OH 44325	http://www.uakron.edu/career/	330-972-7747		
Kent State University	800 E. Summit Street Kent, OH 44240	cscjobs@kent.edu https://kentstate.experience.com	330-672-2360		
Nat'l Assn of Black Fngineers – NFO Chanter	PO Box 6704 Cleveland OH 44101-1704	Shon McGhee	877-891-5544		
Women In Technology	11500 Olympic Blvd, #400	www.jobs.witi4hire.com/employers	818-788-9484		
Int'l	Los Angeles, CA 90064				
clevelanddiversity.com		info@clevelanddiversity.com	800-984-3775		
LinkedIn		Jobs – listings@linkedin.com			
Greater Cleveland Partnership Job Board		Scott Harrington sharrington@gcpartnership.com			
Cuyahoga Arts & Culture Job Board	1501 Euclid Avenue, #407 Cleveland, OH 44115	Jennifer Schlosser www.cacgrants.org/jobs	216-515-8303		
Facebook.com		www.facebook.com		1	
Craig's List Cleveland		post.craigslist.org		2	

Job Title of Vacancy: Associate Producer

Recruitment Source That Referred the Hiree: ideastream website

Total Number of Persons interviewed for the Vacancy: 6

Date Vacancy Opened: 1/22/2015

4/8/2015 Date Vacancy filled:

	Re	Recruitment Sources Used to Fill the Vacancy	ancy		
The state of the s	- A Third State of the State of			Total	Did the
				Number of	Source
Name of				Interviewees Referred by	Kequest Notification?
Recruitment Source	Address	Contact Person	Telephone	the Source	
			Number	for the Vacancy	
ideastream website	1375 Euclid Ave. Cleveland, OH 44115	Kim MacDonald	216-916-6382	3	
Posted Internally	1375 Euclid Ave.	Kim MacDonald	216-916-6382		- Advanced in the second
	Cleveland, OH 44115			A MANAGEMENT OF THE PROPERTY O	4497
Cleveland.com	1801 Superior Avenue	David Mathews	216-999-4736		
	Cleveland, OH 44115	dmathews@cleveland.com	A CONTRACTOR OF THE CONTRACTOR	- LABORAL MARKET PROPERTY PROP	i i i i i i i i i i i i i i i i i i i
Urban League of Cleveland	2930 Prospect Avenue	Cordell Stokes	216-622-0999		
	Cleveland, OH 44115	cstokes@ulcleveland.org	ASSAW .	L. V. C. L.	
Emma Bowen Fdn for	524 W. 57th Street	Sandra Dorsey Rice	212-975-2545		
Minority Interests in	New York, NY 10019	srice@cbs.com			
Kadio	A A A A A A A A A A A A A A A A A A A	A COMMISSION OF THE PROPERTY O	0000		
		Tom Hasson	216-664-4123		
ODJFS – Ohio Means Jobs	1020 Bolivar Rd. Cleveland. OH 44115	Tom.hasson@ula-Ohio.org			
Cincinnati Human	810 Plum Street	Carmen R. Smith	513-582-1276		yes
Relations Commission	Cincinnati, OH 45202	carmen@carmenrsmith.com	Acceptance of the second of th		***************************************
Ohio Center for	9885 Rockside Rd, #160	Janice Hardy	216-503-5900		yes
Broadcasting	Valley View, OH 44125	jhardy@beonair.com			
Esperanza	3104 W. 25th St. 4th Floor	Jesus Sanchez	1-216-651-7178		
200001	Cleveland, Ohio 44109	jesus@esperanzainc.org		- Constitution of the Cons	

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									<u> </u>	-	1		
		202-879-9600	216-231-6260	management of the state of the	202-662-7145	212-547-7934							
CALLED TO THE PROPERTY OF THE		www.cpb.org/jobline	Sheila Wright swright3030@gmail.com	http://careerservices.nabj.org	http://nahjcareercenter.com	Rachel LaMariana www.mediabistro.com	Eric Wee www.journalismnext.com	www.journalismjobs.com	The property of the second sec	Jobs – <u>listings@linkedin.com</u>			
a commence of the control of the con		401 Ninth Street, NW Washington, DC 20004	7100 Euclid Avenue Cleveland, OH 44115	1100 Knight Hall College Park, MD 20742	1050 Connecticut Ave, NW Washington, DC 20742	475 Park Avenue South New York, NY 10016					We do not post here; they pickup our postings from our website		
		CPB Jobline	NAACP – Cleveland	Nat'l Assn of Black Journalists	Nat'l Assn of Hispanic Journalists	Media Bistro	Journalismnext.com	Journalismjobs.com	Networking/employee referral	LinkedIn	Indeed.com	· Coordinate	

ATTACHMENT B MENU OPTION ACTIVITIES

MENU OPTION ACTIVITIES

ideastream has engaged in the following outreach activities during the year covered by this report (June 1, 2014- May 31, 2015):

Activity Classification* Type of A		tivity Brief Description
,	Job/Internship Fair Attendance	Ideastream representatives attended two Job/Internship Fairs in spring of 2015. At each of these fairs resumes were gathered and forwarded to Department Managers for internships. Students were also informed how to access our Job postings on the ideastream websites for future job vacancies. Dates and locations of fairs: January 7, 2015 NOCHE Career Showcase 2015 at the Aloft Hotel, Cleveland, OH Friday, March 6, 2015 Kent State University Annual Careerexpo at the Cleveland Convention Center, Cleveland, OH
5.	Internship program	We have continued our Internship Program at ideastream over the past year. We have a series of college interns for either fall, winter/spring or summer sessions learning more about their chosen field. There have been 2 graduate level, 20 college level and 3 high school level interns at ideastream in this past 12 months. Interns gain experience in television and radio production, communications/graphic design, promotions or development and support of a non-profit organization. One high school level intern worked at ideastream supporting the Information Technology and Program needs of the Educational Services Department. Interns represent males/females, several minority groups as well as older/non-traditional students. Details available upon request.
14.	Diversity Training	ideastream presented Harassment Prevention Training in September of 2014. This training involved every ideastream full and regular part-time employee. A separate session for Managers was provided, focusing on their special responsibilities to keep ideastream harassment free. The training was provided by lawyers from Fisher and Phillips Employment Law organization.

The ideastream University session "What is ideastream?" was held for all newly hired ideastream employees on December 2, 2014 and again on May 14, 2015. The next session "How Do I Fit In?" is designed as a follow up session to advise and educate new employees on the ways to be successful at this organization. Two sessions of this program were held on February 23 and 25, 2015. Total attendance between these four sessions was 52 employees.	 Distance Learning Video Seminar was broadcast to 4 schools connected via the DL technology. The speaker was <i>Bill Wills</i> from WTAM radio to discuss his career in Broadcast News. Total 43 students Mary Fecteau, Education Producer spoke to 3 separate groups of students (total of 40) regarding media production as a career. These same students were then taken on a tour of the Idea Center. Christopher Crawford, Program Coordinator and Stephanie Jarvis, Assistant Producer and other ideastream production staff spoke to 6 separate school groups about "How <i>NewsDepth</i> is produced" There were a total of 160 students involved. Eric Siler, Professional Learning Coordinator, has conducted tours of the ideastream facilities to 14 different groups of students ranging from elementary through high school age. These tours are to expose students to the operation of the stations and jobs of people who work here. Linda Williams, Senior Director of Education at ideastream took 120 8th grade students from a low income Cleveland neighborhood on a tour of the Idea Center facilities and spoke to them about careers in media. Dee Perry, Senior Host/Producer, spoke to two groups of high school students (St. Martin de Porres on November 7, 2014 and at New Bridge Cleveland on February 18, 2015) about her path to her career in radio/TV with ideastream. A total of more than 100 students. She will also speak to about 95 5th graders from Urban Community School on May 28, 2105 	
Ideastream University	Careers Seminars	
∞i	10, 11	

- For "Activity Classification" use numbers "1" through "16" in accordance with the following:
- Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;
 - Hosting of at least one job fair;
- Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities; 4 4 6
- Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues; 4
 - Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment; ણ છ
 - Participation in job banks, Internet programs, and other programs designed to promote outreach generally
 - (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
- Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
- Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions; 7. 8. 9. 110.
 - Establishment of a mentoring program for station personnel;
- Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
- Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
 - Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities; 12
- provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting; 13.
 - Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination; 14.
 - hem to better refer job candidates for broadcast positions; 15.
- Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities. 16.

Documents in response to question 3B & C

Hiring summaries.

Includes advertisements and notices, and copies of the posting.

Sources used by interviewees are also noted here.

POSITION TITLE: Administrative Assistant – Technology

DEP	PARTMENT: Technology
	ORTS TO: Senior Director, Technology
	E POSITION BECAME AVAILABLE FOR HIRING: 11/1/2012
EXPE	ECTED STARTING DATE FOR POSITION: 2/1/2013
J	INTERNAL POSTING: DATE: 10/26/2012 IDEASTREAM WEBSITES POSTING: DATE: 10/26/2012
li.	RECRUITMENT SOURCES USED: URBAN LEAGUE YES_X NO
L	ODJFS (Employment Connection) YES_XNO
	WEBSITES: Careerboard.com; Cleveland State University; Cleveland.com; Tri-C;
	OTHER: NAACP; Esperanza
	ORGANIZATIONS REQUESTING OUR POSTINGS: Ohio Center for Broadcasting
111.	CLASSIFIED NEWSPAPER AD(S) PLACED YES_XNO PLAIN DEALER YES NOName:
	SUMMARY OF APPLICANT(S) INTERVIEWED FOR POSITION
	F W Careerboard.com F B ideastream website F W Staffing Solutions F Applicant Selected: F 7/13/13
HUMA EHIEFF BEPAR	RED SIGNATURES: MANORAL MARCINAL SITE SITE SITE SITE SITE SITE SITE SITE

From:

MacDonald, Kim

Sent:

Friday, October 26, 2012 11:46 AM

To:

ideastream STAFF

Subject:

NOTICE OF JOB OPENING ~ Administrative Assistant, Technology



NOTICE OF JOB OPENING

Position Title: Administrative Assistant ~ Technology

Department: Technology

Reports to: Sr. Director ~ Technology

Job Content:

1. Position Summary:

Coordinate and facilitate the administrative functions of the Technology Department with efficiency, accuracy, timeliness and quality.

2. Essential duties and responsibilities:

- Maintain schedule and book meetings, appointments, seminars and training for Technology Director and
 other Technology staff members as needed. Schedule and organize meetings. Prepare meeting materials as
 required.
- Provide, track and manage information and communications with staff, partners, listeners, viewers, members, supporters, suppliers, vendors and contractors to supply information, answer questions, arrange meetings, and assist in promptly resolving difficulties, etc.
- Coordinate with the Accounting Department regarding Technology time sheets, purchase orders, capital asset management, financial statements, etc. Coordinate with Shipping regarding purchase orders and items received.
- Initiate check requests, purchase orders and invoices for various Technology department expenses. Order equipment, parts, supplies, software and documentation as requested.
- Design and maintain the Technology office physical and electronic file systems so that all correspondence, records and other documents are safely stored and readily accessible.
- Maintain Technology department databases and spreadsheets. Create and update databases and spreadsheets as required.
- Update information on Intranet/Internet Web Site or other system documentation as requested.
- Provide support for Technology Help Desk. Assist with item triage, ensure follow-up and close-out, record statistics and reports.
- Support office mailing, copy, print, and phone systems, support staff training

- Support Technology staff in budget and personnel management by maintaining and regularly updating records and files. Screen and direct all telephone calls appropriately. Take accurate detailed messages when necessary.
- Compose, organize and distribute the Technology departments' incoming and outgoing correspondence, reports, and e-mails; perform data entry, etc. as needed.
- Collect, verify and have Director sign department time sheets, expense reports, vacation requests, etc. as needed.
- Work on special events as needed (i.e. World Series of Wine, Auction, conferences, etc).
- Various other duties as required.

POSITION TITLE: Statehouse Reporter/Producer

	DEPARTMENT: Content	•						
and the state of t	EPORTS TO: Statehouse Bureau Chief							
	ATE POSITION BECAME AVAILABLE FOR HIRING: May 1, 2013							
	EXPECTED STARTING DATE FOR POSITION: 7/1/2013							
CORRES	I. INTERNAL POSTING: DATE: 2/8/2013 – reposted 4/25/2013 IDEASTREAM WEBSITES POSTING: DATE: 2/8/2013 - reposted 2/25/2013							
4 to 10 to 1	RECRUITMENT SOURCES USED: URBAN LEAGUE	YESNO_x						
	ODJFS (Employment Connection)	YES NO_X						
WEBSITES: CPBJobline; Journalismnext.com; Current online; Journalism Job Board Network attached organizations)								
	OTHER: NAACP Esperanza							
ORGANIZATIONS REQUESTING OUR POSTINGS: Ohio Center for Broadcasting; Cincin Rights Commission								
4000	. CLASSIFIED NEWSPAPER AD(S) PLACED PLAIN DEALER OTHER	YES_X NOCurrent · YES_ NO_X YES_ NO_X						
	SUMMARY OF APPLICANT(S) INTERVIE	EWED FOR POSITION						
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STARTING SALARY OFFERED. HIRE DATE: 7/1/2013								
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X		6/10/13						
C	Mah mille	DATE 6/7/13						
Ē	DEPARTMENT HEAD	DATE						
	Kaun Yaole	6.7.13						
IMMEDIATE SUPERVISOR DATE								

From:

MacDonald, Kim

Sent:

Thursday, April 25, 2013 11:15 AM

To:

ideastream STAFF

Subject:

NOTICE OF JOB OPENING ~ Reporter - Statehouse News Bureau - REPOSTED

NOTICE OF JOB OPENING

ideastream®

<u>Reporter/Producer – Statehouse News Bureau</u> (This position is located in Columbus, OH)

Wanted: journalist with a passion for political reporting, public broadcasting and producing compelling work to become the third member of our award-winning Statehouse News Bureau.

As part of our team, you'll be based in the historic Ohio Statehouse, covering our high-profile governor and an active and sometimes controversial legislature. And you'll follow state and national politics from the key swing state in every major election for the last decade. You'll be based in Columbus in central Ohio.

Duties:

Our Statehouse Reporters cover all three branches of state government, along with elections, education, the economy and other issues of statewide interest. Reporters write and produce long-form features and short spots for Ohio's public radio stations, along with occasional series, documentaries and investigative reports. They also help produce "The State of Ohio", the Bureau's weekly TV talk show, and make regular appearances on programs aired on radio and television statewide.

Qualifications:

- At least three (3) years full-time reporting experience, preferably in broadcast.
- Experience in public broadcasting a plus, but print journalists will be considered..
- Bachelor's degree preferred, but journalists with equivalent years' experience in journalism who lack a degree may also apply.
- Strong writing and research skills, along with demonstrated story development abilities.
- Multimedia/social media savvy and experience.
- Solid knowledge of Windows, Microsoft Office and Outlook. Proficiency in Adobe Audition strongly preferred. Basic skills in still photography and video a plus.
- Knowledge of Ohio politics preferred, but not required if applicant has previous political reporting experience and is a fast learner.

For a full job description please visit the ideastream website www.ideastream.org/employment

Essential Physical Demands and Working Environment:

Ability to see, communicate, hear and utilize electronic communication devices. Must have valid driver's license and daily access to personal vehicle. In-state travel is required.

ideastream is an Equal Opportunity Employer.

Women, minorities and persons who are physically challenged or with disabilities are encouraged to apply.

We value diversity in our workplace.

Guidelines for Submission

Qualified candidates must submit a cover letter, resume, work samples and references by end of business May 10, 2013 to:

HR@ideastream.org

or to

Attn: Human Resources WVIZ/PBS and WCPN 90.3 ideastream Idea Center 1375 Euclid Ave. Cleveland, OH 44115

Posted 2/8/2013

POSITION TITLE: Producer, On-air and Online Fundraising

7

	DEPARTMENT: Development							
	REPORTS TO: Jean Zeller							
	ATE POSITION BECAME AVAILABLE FOR HIRING: 4/12/13							
E	KPECTED STARTING DATE FOR POSITION: 6/1/2013							
1.	· INTERNAL POSTING: DATE: 4/12/2013 · IDEASTREAM WEBSITES POSTING: DATE: 4/12/2013							
Abberth Brewnth G	RECRUITMENT SOURCES USED: URBAN LEAGUE •	YES_x	_ NO					
	LODJFS (Employment Connection)· YES_x_	NO					
	WEBSITES: CPBJobline; Journali	、 ismjobs.com; Current	online; Kelley Blazek's JobBoard;					
	OTHER: NAACP; Esperanza; Emma Bowen Foundation for Minority Interests in Media							
	ORGANIZATIONS REQUESTING OUR POSTINGS: Ohio Center for Broadcasting, Cincinnati Human Relations Commission							
A SAMEST	CLASSIFIED NEWSPAPER AD(S) P PLAIN DEALER OTHER	YES	NO_Current \ NO_X NO_x					
	SUMMARY OF APPLICANT(S) IN	TERVIEWED FOR POS	ITION					
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	1. F	H	Current					
	2. F	W	Kelley Blazek Job Board Indeed.com					
	3. 4. F	W	Employee Referral (Sharon Herene)					
1	NAME OF APPLICANT SELECTED:							
S	TARTING SALARY OFFERED:		HIRE DATE: 425 2013					
F	REQUIRED SIGNATURES:							
¢.	Many MacDovald)	5/31/13 DATE					
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7	ACCIAL OFFICER		DATE					
tiel Okal			5/31/17					
_	PEPARTMENT HEAD		DATE					
5	Tean M. Keller		5/31/13					
			/ /					

From:

MacDonald, Kim

Sent:

Friday, April 12, 2013 10:30 AM

To:

ideastream STAFF

Subject:

NOTICE OF JOB OPENING ~ On-air and Online Fundraising Producer

NOTICE OF JOB OPENING

ideastream®

Cleveland, OH

On-air and Online Fundraising Producer

ideastream® has an exciting opportunity for an On-air and Online Fundraising Producer for our radio, TV and web platforms. The ideal candidate will have a moderate level of professional broadcast producing experience, and have knowledge in the areas fundraising/promotion. The main role of this position is to direct all aspects of ideastream's on-air, online and social media support for fundraising efforts.

Qualifications include:

- o Demonstrated broadcast writing and production skills and experience in radio and/or TV producing, including ability to coordinate a variety of tasks, set priorities and meet deadlines.
- o Demonstrated ability to think strategically and creatively and have experience in project management
- o Knowledge of fundraising and e-commerce software technologies, including excellent Microsoft Office skills
- o Works well with others in a collaborative environment. Possess excellent communication skills both written and verbal.
- o Demonstrated organizational skills and ability to meet deadlines
- o Knowledge of PBS, APS, NPR and PRI programming and public media fundraising preferred
- o Bachelor's Degree in Fundraising, Communications, Marketing or equivalent years of professional production experience

If this sounds like you please contact us!

To view a full job description and to apply go to www.ideastream.org/employment.

To apply directly from this posting please follow this link. https://home2.eease.adp.com/recruit/?id=6515302

EOE

Posted: 4/12/2013

Deadline for applicants: April 30, 2013

POSITION TITLE: Customer Service Specialist

REPORTS TO: Peg Neeson/Melanie Collier

DEPARTMENT: Development

DATE POSITION BECAME AVAILABLE FOR HIRING: 6/11/2013							
EXPECTED STARTING DATE FOR POSITION: 7/15/2013							
de d	INTERNAL POSTING: DATE: 6/11/2013 IDEASTREAM WEBSITES POSTING: DATE: 6/11/2013						
E.	RECRUITMENT SOURCES USED: VURBAN LEAGUE	YES_x NO	····				
i	✓ ODJFS (Employment Connection)	YES_x NO	-				
	WEBSITES: Cleveland.com; CareerBoard	.com; Cleveland State	University				
	OTHER: NAACP; Esperanza; Facebook						
	ORGANIZATIONS REQUESTING OUR POS Relations Commission	INGS: Ohio Center fo	r Broadcasting, Cincinnati Human				
eannear browns browns	CLASSIFIED NEWSPAPER AD(S) PLACED PLAIN DEALER	YES NOx YES_X_NO					
	OTHER	YES NO_x	,				
	SUMMARY OF APPLICANT(S) INTERVIEW	ED FOR POSITION					
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	2. F	В	Employment Connection Cleveland.com				
(4	4.) F		Volunteers' email				
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DEFA	RTMENT HEAD	DATE					
FOG IMMA	heeson / Milanie (Ael	$\frac{7/2}{\text{DATE}}$	<u>13</u>				
(/1		DAIL					

From:

MacDonald, Kim

Sent:

Tuesday, June 11, 2013 12:14 PM

To:

ideastream STAFF

Subject:

NOTICE OF JOB OPENING ~ Customer Service Specialist

ideastream

NOTICE OF JOB OPENING

Job Title: Customer Service Specialist- Full time

Reports to: Community Relations Director

JOB CONTENT:

1. Position Summary:

Provides one-stop service for member and audience questions, comments and problems in a courteous, responsive, timely and efficient manner using phone, email and written communication; effects the efficient flow of information between callers and ideastream personnel; directs the flow of visitors through Idea Center; and provides information regarding ideastream, PlayhouseSquare, Idea Center tenants and the general Cleveland area in a courteous, professional manner.

2. Essential duties and responsibilities:

- Answer questions, handle problems and concerns, research issues, and record audience and member comments through the use of ideastream information systems such as membership database, network and station information sites and other software or data provided.
- Work with Content and Development managers and staff to provide timely and responsive service.
- Maintain accurate and up-to-date audience information in membership software by recording program preferences or other customized information. Encourage and take memberships in WVIZ/PBS, 90.3 WCPN and 104.9 WCLVas appropriate, as part of all audience interactions.
- Prepare and generate periodic reports and special projects as assigned.
- Assist ideastream departments and staff with clerical duties, reports, conference room scheduling, etc., as requested.
- Maintain daily record of all queries, responses and other information as requested.
- Maintain signage by posting daily and upcoming events held at Idea Center.
- Act as receptionist for Idea Center.
- Other duties as assigned.

QUALIFICATIONS:

Knowledge/Skills/Aptitudes:

- Polished presence, exceptional customer service skills and mindset; knowledge of appropriate customer service processes.
- Enthusiastic with a friendly, helpful attitude.
- Patient, flexible and effective in a fast paced environment.
- Ability to focus on the needs of the customer and to strive for customer satisfaction.

- Excellent problem-solving skills for timely and thorough resolution of questions and issues.
- Excellent interpersonal and verbal communication skills.
- Familiarity with Microsoft Office software; database software knowledge a plus.
- Ability to learn quickly.

Experience:

High level of social skills, with at least three years of experience working with the public.

Education:

Minimum of a high school diploma is required.

Essential Physical Demands and Working Environment:

Ability to see, speak clearly on the telephone and in person, hear, utilize electronic communication devices and move throughout the building.

ideastream is an Equal Opportunity Employer. Women, minorities and persons who are physically challenged or with disabilities are encouraged to apply. We value diversity in our workplace.

To apply please go to www.ideastream.org/employment click on Customer Service Specialist and find the apply tab.

Posted 6/11/2013

POSITION TITLE: Reporter/Producer, StateImpact Ohio **DEPARTMENT: Content REPORTS TO: David Molpus** DATE POSITION BECAME AVAILABLE FOR HIRING: June 13, 2013 EXPECTED STARTING DATE FOR POSITION: 9/1/2013 **INTERNAL POSTING: DATE: 6/18/2013** ł. **IDEASTREAM WEBSITES POSTING: DATE: 6/18/2013 RECRUITMENT SOURCES USED:** 1000 URBAN LEAGUE ' YES_x___NO_ →ODJFS (Employment Connection) -YES_x__ NO_ WEBSITES: CPBJobline; Journalismjobs.com; Journalismnext.com; Current online; Nat'l Assoc. of Black Journalists; Asian American Journalists; Nat'l Association of Hispanic Journalists OTHER: NAACP; Emma Bowen Foundation for Minority Interests in Media; Esperanza; Kelly Blazek's Communications Job Board; LinkèdIn ORGANIZATIONS REQUESTING OUR POSTINGS: Ohio Center for Broadcasting, Cincinnati Human **Relations Commission** . CLASSIFIED NEWSPAPER AD(S) PLACED YES_x__ NO__ YES___ NO_X _ **PLAIN DEALER** YES_x __ NO_x_ Current. **OTHER** SUMMARY OF APPLICANT(S) INTERVIEWED FOR POSITION NAME REFERRED FROM SEX RACE **CPBJobline** 1. M W 2. Friend (John Dinges) 3. ideastream website W Referred by NPR, Doug Mitchell Α ideastream website NAME OF APPLICANT SELECTED: STARTING SALARY OFFERED: **REQUIRED SIGNATURES:** DEPARTMENT HEAD

From:

MacDonald, Kim

Sent:

Wednesday, June 19, 2013 2:02 PM

To:

ideastream STAFF

Subject:

NOTICE OF JOB OPENING ~ Reporter/Producer ~State Impact Ohio: Eye on Education

NOTICE OF JOB OPENING

ideastream® Reporter/Producer ~ State Impact Ohio: Eye on Education

ideastream is seeking a first-rate reporter to be part of the State Impact Ohio project, a collaboration of WCPN-Cleveland, WKSU-Kent, and WOSU-Columbus. The reporter will track, explain and analyze existing and proposed laws, policies, funding, contracts and regulations affecting Ohio's schools and colleges. Candidates need to have a solid journalistic track record that includes policy reporting and analysis; someone who can use data based research and social media to enhance and expand their sourcing and reporting; awareness of how state government works and how it affects education is a plus.

Requires a demonstrated ability to cultivate sources, identify important trends and collect and verify information. Minimum two-years paid reporting experience required. Strongly prefer radio/on-air reporting experience. Others considered if can demonstrate adaptability to training and new technology.

EOE

For a full job description and to apply please go to ideastream.org/employment

POSITION TITLE: Host/Producer, Civic Commons

DEF	PARTMENT: Content			
REF				
DAT	E POSITION BECAME AVAILA			
EXP	ECTED STARTING DATE FOR F	POSITION: 10/1/2	013	
1.	INTERNAL POSTING: DAT		/6/2013	
e modelia Bishelo	RECRUITMENT SOURCES U URBAN LEAGUE ODJFS (Employment Conne		YES NO_x YES_x NO_	
	<u>WEBSITES</u> : CPBJobline; Jo American University; Nortl of Journalism; Missouri Sch	urnalismjobs.con hwestern Univers 1001 of Journalisn	n; Journalismnes ity; Berkeley Gra n; Radio/TV Digit	t.com; Current online; Cleveland.com; ed School of Journalism; Newhouse School al News Assoc.
	OTHER: NAACP; Esperanza	; Kelly Blazek's Co	ommunications.	ob Board; Linkedin
	ORGANIZATIONS REQUEST Relations Commission	ING OUR POSTIN	<u>GS</u> : Ohio Center	for Broadcasting, Cincinnati Human
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	SUMMARY OF APPLICANT	(S) INTERVIEWED	FOR POSITION	
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:	1.	M	В	ideastream website
	2. (<u> </u>	M	A Two or more	Networking-personal referral Networking-personal referral
NAM	IE OF APPLICANT SELECTED:			-,
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