

# Exhibit B18

Producer

(March 23, 2016)

**ABC JOB VACANCY RECRUITMENT SUMMARY SHEET<sup>1</sup>**

**(NOTE: FCC REQUIRES RECRUITMENT FOR ALL FULL-TIME, NON-TEMPORARY STATION JOBS NOT FILLED THROUGH INTERNAL PROMOTIONS, WITH RARE EXCEPTIONS THAT MUST BE REVIEWED WITH YOUR FCC LAWYER: USE THIS FORM & FOLLOW INSTRUCTIONS IN FOOTNOTE 1 TO COLLECT MANDATED FCC INFORMATION FOR ALL SUCH JOBS)**

**JOB TITLE:** Producer **STATION(S):** WTVD/ABC11  
**DATE OPEN:** 1/1/16 **DATE FILLED:** 3/23/2016 **Circle one: TEMPORARY/PERMANENT<sup>2</sup>**  
**Circle one: FULL-TIME/PART-TIME<sup>3</sup>** **Circle one: INTERNAL PROMOTION/OUTSIDE HIRE**  
**PERSON HIRED:** Natasha Gilliam  
**REFERRAL SOURCE OF PERSON HIRED:** disneycareers.com

**OUTREACH EFFORTS (attach dated copies of all ads, letters, faxes, emails, internet postings, etc.)**

- Notice sent to Disneycareers.com Job Posting (indicate yes or no & give posting dates): yes, 1/15/16
- Date and method of transmission to organizations on station mailing list: email - 1/15/16; mail - 1/21/16  
(attach mailing list or indicate "as of" date of mailing list used)<sup>4</sup> Fax - 1/21/16 See "Job Posting Sources Sheet"
- Notice posted on station web site (indicate yes or no & give posting dates): yes, 1/15/16
- Notice sent to state broadcaster association (indicate yes or no & give date): no
- Ads placed in the following publications (indicate yes or no, list publications & give dates): no
- Notice placed on station web site (indicate yes or no & give date): yes, 1/15/16
- Notices placed on the following non-ABC web sites: yes 1/16/16 & 1/21/16 See "Job Posting Sources Sheet"
- Opening promoted at following job fairs (indicate yes or no, include name & date of job fair): no
- Universities (which, when): yes, See "Job Posting Sources Sheet"
- Employment agencies/talent agents/ad agencies (which, when): \_\_\_\_\_
- Internship programs (which): no
- Other (which, when): no

<sup>1</sup> For each job filled at the station, prepare a manila folder labeled with the station name, job title, open date and fill date. The folder should include this ABC Job Vacancy Recruitment Summary Sheet, fully completed, all interviewee resumes and cover letters, and all back-up documentation regarding recruitment methods and sources (copies of ads, emails, etc.). The form and folder should be complete and must be sent to the keeper of the internal station EEO files before the new employee is put on the company payroll. **NOTE:** This form and the related back-up do **NOT** go in the station's public inspection file. They should be kept in a separate location where they can be immediately available, at any time during normal business hours, in the event of an FCC audit. You will also need to refer to these records when preparing your station's Annual EEO Public File Report. These records should be retained, in either paper or electronic format, until the grant of the license renewal application covering the license term during which the hire or activity occurs.

<sup>2</sup> The FCC defines a temporary position is one that lasts six months or less. Positions that end up lasting more than six months are considered by the FCC to be permanent. The FCC does not require recruitment for temporary positions. However, recruitment for temporary positions that become permanent must be done either at the time that the temporary position is being filled or later but before the position has lasted a total of six months.

<sup>3</sup> The FCC defines a full-time position is one that involves 30 hours or more per week. A job that involves fewer than 30 hours per week is considered part time. The FCC does not require recruitment for part-time positions.

<sup>4</sup> All versions of this list must be dated with "as of" date & retained for duration of license term. List must include names, addresses, contact persons & phone numbers. List must also distinguish between organizations that asked to be on station mailing list and those that did not.

**JOB POSTING SOURCES EEO – revised 1/15/2016**

**WTVD post all job openings on the following internal websites:**

<u>PUBLICATION:</u>	<u>FAX #:</u>	<u>PHONE #:</u>	<u>CONTACT:</u>
Disneycareers.com Job Listings		919-683-1111	Michelle Gaddy

WEBSITE:

WTVD ABC 11/www.abc11.com		919-683-1111	Andrea Epps
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**WTVD sends a current job listing to all of the following organizations:**

**COLLEGE/UNIVERSITIES**

<u>PUBLICATION:</u>	<u>FAX #:</u>	<u>PHONE #:</u>	<u>CONTACT:</u>
North Carolina Central University P.O. Box 19585 Alex Dunn Bldg. Durham, NC 27707 (Historically Black College)	EMAIL	919-530-6803	Felecia Casey-Hicks fcaseyhicks@nccu.edu
University of North Carolina- Chapel Hill 211 Hanes Hall CB # 5140	919-962-2197	919-962-6507 (Part-time) 800-999-8725 (Full-time)	Jeff Sackaroff
UNC Career Services		919-843-0844	Emily Strader
North Carolina State University University Career Center Campus Box 7303 Raleigh, NC 27695	919-515-4210	919-515-2396	Woody Catoe
St. Augustine's College 118 E. South Street Raleigh, NC 27601 (Historically Black College)		919-516-4092	Debra Fields careerservices@st-aug.edu
Fayetteville State University Career Services Suite 230/ SBE Building 1200 Murchison Road Fayetteville, NC 28301	910-672-1684	910-672-1205	Tina Cash
Duke University Career Services Box 90950 Durham, NC 27708	919-660-1071	919-660-1053	Sara London career-employer@studentaffairs.duke.edu

**COLLEGE/UNIVERSITIES**

<u>PUBLICATION:</u>	<u>FAX #:</u>	<u>PHONE #:</u>	<u>CONTACT:</u>
Shaw University Office of Career Services 118 E. South Street Raleigh, NC 27601 (Historically Black College)		919-278-2672	Nikeshia Rollack Career Development or  Cassandra Mithcell, Chair Mass Communications
Durham Technical Community College 1637 Lawson Street Durham, NC 27703	919-686-3396	919-686-3610	Tom Russo, Coordinator jobboard@durhamtech.edu
Campbell University Department of Mass Communications POB 130 Buies Creek, North Carolina 27506		910-893-1520	Cheryl Cruickshank

**LOCAL AGENCIES****FAX#****PHONE#****CONTACT:**

NAACP POB 3312 Durham, NC 27702		919-682-4930	Fred Foster
Durham Literacy Council 1410 Duke Univ. Rd. Durham, NC 27701	919-489-7637	919-489-1456	Reginald Hodges
Women's Center PO Box 1057 Chapel Hill, NC 27514	919-932-3125	919-968-4610	Shuly Caywood www.womenspace.org
Disability Awareness Council 503 W. Franklin Street, #114 Chapel Hill, NC 27516		919-969-3032	Melinda Marsh
Durham Rescue Mission PO Box 118 58 Durham, NC 27703	919-680-8019	919-688-9641	Kristi Z
Salvation Army  Life Sufficiency Program P.O. Box 1330 Durham, NC 27702	919-688-3437	919-688-7306	Debbie Avolin
Durham Crisis Response Center Coalition for Battered Women PO Box 688 Durham, NC 27702	919-490-9726	919-403-9425	Ada Gregory

<b>LOCAL AGENCIES</b>	<b>FAX#</b>	<b>PHONE#</b>	<b>CONTACT:</b>
Employment Security Commission 1105 S. Briggs Rd Durham, NC 27703	919-560-3387	919-560-6880	Linzie B. Atkins, III
Urban Ministries of Durham (UMD) 410 Liberty St. Durham, NC 27701		919-682-0538	Scott Bishop
Delta Sigma Theta, Inc Raleigh Chapter PO Box 27414 Raleigh, NC 27611-7414			Jane Foxlong
St. Andrews Church Apex, NC		919-387-0144	Paul Dean
Mt. Calvary Lighthouse of Faith 500 N. Drier Street Durham, NC 27703		919-688-7670	Kenya Meyers

**NATIONAL**

**MINORITY PUBLICATIONS      FAX#:**      **PHONE#:**      **CONTACT:**

NABJ (Triangle Chapter) PO Box 311 Durham, NC 27701		919-539-8235	Gayle D. Hurd and Ken Smith
Alliance for Women in Media 1595 Spring Hill Rd. Ste. 330 Vienna, VA 22182	703-506-3266	703-506-3290	Michelle Spencer <a href="http://www.allwomeninmedia.org">www.allwomeninmedia.org</a> (post listings under careerline)
National Association of Hispanic Journalists (NAHJ) (editorial postings only)		202-662-7145	Kevin Olivas

**WTVD sends job postings to the following websites per the hiring manager's request:**

**ON-LINE SOURCES/EMAIL**

American Asian Journalist Association  
Accepts postings through e-mail only  
[Post@aaaja.org](mailto:Post@aaaja.org)      415-346-2051      Albert Lee

**Journalismjobs.com** is the website  
Send email to: [ads@journalismjobs.com](mailto:ads@journalismjobs.com)      510-524-2007      Dan Rohn

**Monster.com**

**Mediabistro.com**

**Indeed.com**

ON-LINE SOURCES/EMAIL

**Spots 'n' Dots** 800-978-7635 Emily McKay  
167 Oakdake Road sales@spotsndots.com  
Johnson City, NY 13790

**Graeme Newell's Marketing Ideanet** 704-543-1426 Graeme Newell  
(Promotions only) [www.602communications.com](http://www.602communications.com)

**TVJOBS.COM**

**TRIANGLEHELPWANTED.COM**

**BROADCAST CABLE FINANCIAL MANAGEMENT ASSOCIATION**  
BCFM.com

**Rick Gevers Weekly Newsletter** 317-635-7919 317-635-7912 Rick Gevers  
<http://www.rickgevers.com>

**NCACPA.org**

**POYNTER**  
Careers.poynter.org

**IRE website (Investigative Reporters and Editors)**  
[www.irc.org/jobs/post-job](http://www.irc.org/jobs/post-job) / [jobposting@nicar.org](mailto:jobposting@nicar.org) 573-882-2042

**WTVD sends job postings to the following newspapers per the hiring manager's request:**

<u>PUBLICATION:</u>	<u>FAX #:</u>	<u>PHONE #:</u>	<u>CONTACT:</u>
Durham Herald Sun 2828 Pickett Road PO Box 2092 Durham, NC 27702	919-419-6773	919-419-6997	Theresa Ellis
News & Observer 215 S. McDowell Street Raleigh, NC 27601	919-829-4489	919-829-8970	Brookie Holloway
Fayetteville Observer PO Box 849 Fayetteville, NC 28302	910-323-1451	910-609- 0668	Iris Mitchell <a href="http://www.fayettevillenc.com/classifieds">www.fayettevillenc.com/classifieds</a>
The Chapel Hill News PO Box 870 Chapel Hill, NC 27514	919-968-4953	919-932-2000	Martha Collins
The Chapel Hill Herald 2828Pickett Road PO Box 2092 Durham, NC 27702	919-419-6773	919-967-6581	Classified Denise Ellis
Richmond Times Dispatch 300 E. Franklin Street Richmond, Va 23219	804-819-5556	804-643-4414	Judith Harris

<b>PUBLICATION:</b>	<b>FAX #:</b>	<b>PHONE #:</b>	<b>CONTACT:</b>
Roanoke Times PO Box 2491 Roanoke, Va 24010	540-981-3403	540-981-3311	Carol Allen
Wilmington Star News PO Box 840 Wilmington, NC 28402	910-343-2229	910-343-2353	Mary Lockfaw <a href="mailto:www.wilmington.classified@wilmingtonstar.com">www.wilmington.classified@wilmingtonstar.com</a>
Greenville Daily Reflector PO Box 1967 Greenville, NC 27835	252-752-9583	252-931-4200	Jessie Stanley <a href="mailto:GDRclassrep1@coxnews.com">GDRclassrep1@coxnews.com</a>
Charlotte Observer PO Box 32188 Charlotte, NC 28232	704-358-5340	704-358-5324	Robin Collins
Asheville Citizens Times 14 O' Henry Avenue Ashville, NC 28801	828-258-8019	800-800-4204	Classified
Greensboro News & Record PO Box 20848 Greensboro, NC 27420	336-373-7043	336-373-7127	Shaquana Richardson
Herald Journal (Spartansburg, SC) PO Box 1657 Spartansburg, SC 29304	864-594-6394	864-582-4511	Sylvia <a href="mailto:classified.lineads@shj.com">classified.lineads@shj.com</a>
Greenville News (Greenville SC) PO Box 1688 Greenville, SC 29602	864-298-4019	864-298-4100	Emma <a href="mailto:tviers@greenvillenews.com">tviers@greenvillenews.com</a>
The State (Columbia SC) PO Box 1333 Columbia, SC 29202	803-771-8363	803-771-8380	Camille
Burlington Times News (Graham / Mebane) PO Box 481 Burlington, NC 27216	336-228-1889	336-227-0131	Lindsay Frazier
Mebane Enterprise 106 N. Fourth Street Mebane, NC 27302 (weekly)	919-563-9242	919-563-3555	Lacey Bennett <a href="mailto:mebenter@mebtel.net">mebenter@mebtel.net</a>
The Alamance News (Graham) PO. Box 431 (weekly) Graham, NC 27523	336-229-9602	336-228-7851	Chris <a href="mailto:alamancenews@mail.com">alamancenews@mail.com</a>
The Courier Times (Roxboro) (weekly)	336-597-2773	336-599-0162	Gail Foushee <a href="mailto:classified@roxboro-courier.com">classified@roxboro-courier.com</a>

**PUBLICATION:**                      **FAX #:**                      **PHONE #:**                      **CONTACT:**

Independent Weekly                      919 286 4274                      800 229 4639                      Leslie Land

**WEEKLY/ MINORITY PUBLICATIONS**

The Carolina Times                      919 682 2913                      Kenneth Edmonds

**WTVD sends job openings in the following trade publications per the hiring manager's request:**

**PUBLICATION:**                      **FAX #:**                      **PHONE #:**                      **CONTACT:**

Broadcasting & Cable/(NewBay Media) 212-378-0470                      212-378-0400                      Zahra Majma  
28 E 28<sup>th</sup> Street, 12<sup>th</sup> Floor  
New York, NY 10016

Broadcast Engineering                      913-967-1735                      800-896-9939                      Jennifer Shafer  
Intertec Publishing  
17300 W. 119<sup>th</sup> Street  
Olathe, KS. 66061

TVNewsCheck                      610-896-1858                      516-674-4914                      Phil Kirk, Sales Manager  
NewsCheck Media                                                                [classifieds@newscheckmedia.com](mailto:classifieds@newscheckmedia.com)  
PO Box 565                                                                or  
Chatham, NJ 07928                                                                Pattie Hersh, Sales Director

Job Type : Full Time  
Producer

NC - Durham  
Job Category : Content Development  
Industry : Television  
Business : Disney ABC Television Group  
Job Type : Full Time

15-Jan-2016  
NC - Durham 15-Jan-2016

**Producer (Posted 1/15/2016)**

We are looking for an aggressive, cool-under-pressure news producer who knows what it takes to put together a well-paced newscast. WTVD-TV, the ABC Owned station in Raleigh-Durham, North Carolina (Market 25) is looking for a confident producer who excels at finding interesting content, knows how to showcase creatively and is nimble enough to scrap everything for breaking news. You must have excellent news judgment, the ability to come up with unique story ideas and be a strong writer who knows how to advance stories effectively. Knowledge of ENPS and desktop editing a plus. Candidates need complete understanding of social media and digital content, how to use it within newscasts and how to use it to reach viewers. Candidates should have at least two - three years line-producing experience.

To be considered, Applicants **MUST** apply on-line at [www.disneycareers.com](http://www.disneycareers.com) and search for the job title Producer ReqID# 338346BR, upload a resume file, cover letter and list of references. Please send writing samples and a copy of your latest newscast including one that demonstrates your ability to handle breaking news.

Equal Opportunity Employer - Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity

## Gaddy, Michelle

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**From:** Gaddy, Michelle  
**Sent:** Friday, January 15, 2016 1:12 PM  
**To:** 'fcaseyhicks@nccu.edu'; 'dlcash@uncfsu.edu'; 'careerdevelopment@shawu.edu'; 'jobboard@durhamtech.edu'; 'dean3384@bellsouth.net'; 'gayle@pivotpoint-media.com'; 'tvgyrle@aol.com'; 'ksmith@wral.com'; 'ksbmyers@aol.com'; 'Scott Bishop'  
**Subject:** WTVD Job Opening (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

### **Creative Marketing Producer:**

ABC/Disney-owned *ABC11 Eyewitness News* (WTVD) in beautiful Raleigh-Durham, North Carolina has an exciting opportunity for a CREATIVE MARKETING PRODUCER who can make content that attracts audiences on any screen. This is a rare chance to join a great team at a thriving station and company, and in one of the "best places to live in America". If you're currently a creative producer that knows digital marketing OR you're a digital brand specialist who can produce content, we have a position for you. We are looking for someone who can write, shoot, produce, and edit promos as well as digital ads, social videos, and content marketing that keeps audiences engaged in our local news products. Would you like to create social buzz with your creative work AND are you passionate about connecting people with local stories and important local news? If so, please apply.

The ideal candidate will have a strong understanding of local news branding, journalism, and digital marketing trends. We're looking for an energetic team player, who is also self-motivated and can work independently to lead projects with a bias towards action. Candidates must be willing to work an evening schedule to engage people when they're actively seeking content, including a flexible schedule around extended coverage and weekend events as needed. Preferred candidate must be familiar with the workings of a local news station and possess the following skills – professional video production and videography, Adobe Creative Cloud design and editing, digital platform marketing, and executing quick creative on tight deadlines.

Core Responsibilities include, but are not limited to:

- Developing strategies to engage and attract audiences at daily touch points for local news content.
- Implementing on-air and multi-platform topical promotion to engage local news audiences.
- Writing, producing, shooting and editing innovative on-air image spots from concept to completion.
- Working with the design team to create motion graphics and digital ads for local campaigns.
- Filling in on department duties, including promo scheduling, production coordination, and event marketing.

Interested candidates should apply online with a resume and creative work at [www.disneycareers.com](http://www.disneycareers.com) and search for the job title Creative Marketing Producer Req ID# 339391BR, create a candidate profile and UPLOAD YOUR RESUME FILE.

(No phone calls please)

Equal Opportunity Employer – Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity

### **Producer:**

We are looking for an aggressive, cool-under-pressure news producer who knows what it takes to put together a well-paced newscast. WTVD-TV, the ABC Owned station in Raleigh-Durham, North Carolina (Market 25) is looking for a confident producer who excels at finding interesting content, knows how to showcase creatively and is nimble enough to scrap everything for breaking news. You must have excellent news judgment, the ability to come up with

unique story ideas and be a strong writer who knows how to advance stories effectively. Knowledge of ENPS and desktop editing a plus. Candidates need complete understanding of social media and digital content, how to use it within newscasts and how to use it to reach viewers. Candidates should have at least two - three years line-producing experience.

To be considered, Applicants **MUST** apply on-line at [www.disneycareers.com](http://www.disneycareers.com) and search for the job title Producer ReqID# 338346BR, upload a resume file, cover letter and list of references. Please send writing samples and a copy of your latest newscast including one that demonstrates your ability to handle breaking news.

Equal Opportunity Employer – Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity



**Michelle N. Gaddy, MBA HR Mgmt**  
**Accts Receivable/HR Admin/Payroll Coord.**

office: 919.687.2245

fax: 919.682.7225

[michelle.gaddy@abc.com](mailto:michelle.gaddy@abc.com)



ABC11-WTVD  
411 Liberty Street  
Durham, NC 27701



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Felecia Casey-Hicks</b>
Company:	NCCU
Phone:	919 530 6803
<b>Email:</b>	<b>fcaseyhicks@nccu.edu</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	1

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Tina Cash</b>
Company:	FSU
Phone:	910 672 1205
<b>Email:</b>	<b>dlcash@uncfsu.edu</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	1

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Nikeshia Rollack, Career Development</b>
Company:	Shaw University
Phone:	919 278-2672
<b>Email:</b>	<b>careerdevelopment@shawu.edu</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Tom Russo</b>
Company:	Durham Tech
Phone:	919 686 3652
<b>Email:</b>	<b><u>jobboard@durhamtech.edu</u> or russot@durhamtech.edu</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

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<b>To:</b>	Paul Dean
<b>Company:</b>	St. Andrews Church
<b>Phone:</b>	919 387 0144
<b>Email:</b>	dean3384@bellsouth.net
<b>From:</b>	Monica Barnes
<b>Company:</b>	WTVD ABC 11
<b>Phone:</b>	919-687-2255
<b>Fax:</b>	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Gayle D. Hurd</b>
Company:	NABJ
Phone:	919-539-8235
<b>Email:</b>	<b><u>gayle@pivotpoint-media.com</u> or <u>tvgyrle@aol.com</u> <u>/ksmith@wral.com</u></b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

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*Fred Stapp/Kamp*

To:	Scott Bishop
Company:	Urban Ministries of Durham (UMD)
Phone:	919 682 0538
Email:	<a href="mailto:sbishop@umdurham.org">sbishop@umdurham.org</a>
From:	Monica Barnes
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
Date:	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.

## Gaddy, Michelle

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**From:** Gaddy, Michelle  
**Sent:** Thursday, January 21, 2016 4:51 PM  
**To:** 'fstoppelkamp@umdurham.org'  
**Subject:** WTVD Job Opening (2)

Fred,

Good afternoon. I hope your day is well. I was provided your email address from someone at UMD. Our station, WTVD/ABC11, usually provides organizations with any job posting that open in our industry so that you can disseminate that information to the public. In the past, I usually sent the postings to Scott Bishop. But it's my understanding he is no longer there. I received an undeliverable message as well. Hopefully, you are the individual I need to provide this information to, if not please let me know and forward it as necessary.

Thank you,  
Michelle



**Michelle N. Gaddy, MBA HR Mgmt  
Accts Receivable/HR Admin/Payroll Coord.**

office: 919.687.2245  
fax: 919.682.7225  
[michelle.gaddy@abc.com](mailto:michelle.gaddy@abc.com)



ABC11-WTVD  
411 Liberty Street  
Durham, NC 27701

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**From:** Gaddy, Michelle  
**Sent:** Friday, January 15, 2016 1:12 PM  
**To:** 'fcaseyhicks@ncsu.edu' <fcaseyhicks@ncsu.edu>; 'dlcash@uncfsu.edu' <dlcash@uncfsu.edu>; 'careerdevelopment@shawu.edu' <careerdevelopment@shawu.edu>; 'jobboard@durhamtech.edu' <jobboard@durhamtech.edu>; 'dean3384@bellsouth.net' <dean3384@bellsouth.net>; 'gayle@pivotpoint-media.com'; 'tvgyrle@aol.com'; 'ksmith@wral.com'; 'ksbmyers@aol.com'; 'Scott Bishop' <sbishop@umdurham.org>  
**Subject:** WTVD Job Opening (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

### Creative Marketing Producer:

ABC/Disney-owned *ABC11 Eyewitness News* (WTVD) in beautiful Raleigh-Durham, North Carolina has an exciting opportunity for a CREATIVE MARKETING PRODUCER who can make content that attracts audiences on any screen. This is a rare chance to join a great team at a thriving station and company, and in one of the "best places to

live in America". If you're currently a creative producer that knows digital marketing OR you're a digital brand specialist who can produce content, we have a position for you. We are looking for someone who can write, shoot, produce, and edit promos as well as digital ads, social videos, and content marketing that keeps audiences engaged in our local news products. Would you like to create social buzz with your creative work AND are you passionate about connecting people with local stories and important local news? If so, please apply.

The ideal candidate will have a strong understanding of local news branding, journalism, and digital marketing trends. We're looking for an energetic team player, who is also self-motivated and can work independently to lead projects with a bias towards action. Candidates must be willing to work an evening schedule to engage people when they're actively seeking content, including a flexible schedule around extended coverage and weekend events as needed. Preferred candidate must be familiar with the workings of a local news station and possess the following skills – professional video production and videography, Adobe Creative Cloud design and editing, digital platform marketing, and executing quick creative on tight deadlines.

Core Responsibilities include, but are not limited to:

- Developing strategies to engage and attract audiences at daily touch points for local news content.
- Implementing on-air and multi-platform topical promotion to engage local news audiences.
- Writing, producing, shooting and editing innovative on-air image spots from concept to completion.
- Working with the design team to create motion graphics and digital ads for local campaigns.
- Filling in on department duties, including promo scheduling, production coordination, and event marketing.

Interested candidates should apply online with a resume and creative work at [www.disneycareers.com](http://www.disneycareers.com) and search for the job title Creative Marketing Producer Req ID# 339391BR, create a candidate profile and UPLOAD YOUR RESUME FILE.

(No phone calls please)

Equal Opportunity Employer – Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity

**Producer:**

We are looking for an aggressive, cool-under-pressure news producer who knows what it takes to put together a well-paced newscast. WTVD-TV, the ABC Owned station in Raleigh-Durham, North Carolina (Market 25) is looking for a confident producer who excels at finding interesting content, knows how to showcase creatively and is nimble enough to scrap everything for breaking news. You must have excellent news judgment, the ability to come up with unique story ideas and be a strong writer who knows how to advance stories effectively. Knowledge of ENPS and desktop editing a plus. Candidates need complete understanding of social media and digital content, how to use it within newscasts and how to use it to reach viewers. Candidates should have at least two - three years line-producing experience.

To be considered, Applicants MUST apply on-line at [www.disneycareers.com](http://www.disneycareers.com) and search for the job title Producer ReqID# 338346BR, upload a resume file, cover letter and list of references. Please send writing samples and a copy of your latest newscast including one that demonstrates your ability to handle breaking news.

Equal Opportunity Employer – Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity

\*\*\*\*\*  
 \*\*\* FAX TX REPORT \*\*\*  
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TRANSMISSION OK

JOB NO. 4046  
 DESTINATION ADDRESS 919199622197  
 PSWD/SUBADDRESS  
 DESTINATION ID  
 ST. TIME 01/21 16:27  
 USAGE T 01' 30  
 PGS. 2  
 RESULT OK



411 Liberty St STREET  
 DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	Jeff Sackaroff
<b>Company:</b>	UNC-CH
<b>Phone:</b>	919 962 6507
<b>Fax:</b>	919 962 2197
<b>From:</b>	Monica Barnes
<b>Company:</b>	WTVD ABC 11
<b>Phone:</b>	919-687-2255
<b>Fax:</b>	919-682-7225
<b>Date:</b>	January 15, 2016
<b>Pages including this cover page:</b>	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Jeff Sackaroff</b>
Company:	UNC-CH
Phone:	919 962 6507
<b>Fax:</b>	<b>919 962 2197</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

---

<b>To:</b>	<b>Cheryl Cruickshank</b>
Company:	Campbell University
Phone:	910 893 1520
<b>Mailed:</b>	<b>POB 130</b>
	<b>Buies Creek, NC 27506</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	<b>January 15, 2016</b>
Pages including this cover page:	2

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January 22, 2016



Cheryl Cruickshank  
Campbell University  
PO Box 130  
Bules Creek, NC 27506

RE: WTVD Job Openings (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

SEE ENCLOSURE

## WTVD JOB OPENINGS (2)



### **Creative Marketing Producer:**

ABC/Disney-owned *ABC11 Eyewitness News* (WTVD) in beautiful Raleigh-Durham, North Carolina has an exciting opportunity for a CREATIVE MARKETING PRODUCER who can make content that attracts audiences on any screen. This is a rare chance to join a great team at a thriving station and company, and in one of the “best places to live in America”. If you’re currently a creative producer that knows digital marketing OR you’re a digital brand specialist who can produce content, we have a position for you. We are looking for someone who can write, shoot, produce, and edit promos as well as digital ads, social videos, and content marketing that keeps audiences engaged in our local news products. Would you like to create social buzz with your creative work AND are you passionate about connecting people with local stories and important local news? If so, please apply.

The ideal candidate will have a strong understanding of local news branding, journalism, and digital marketing trends. We’re looking for an energetic team player, who is also self-motivated and can work independently to lead projects with a bias towards action. Candidates must be willing to work an evening schedule to engage people when they’re actively seeking content, including a flexible schedule around extended coverage and weekend events as needed. Preferred candidate must be familiar with the workings of a local news station and possess the following skills – professional video production and videography, Adobe Creative Cloud design and editing, digital platform marketing, and executing quick creative on tight deadlines.

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- Implementing on-air and multi-platform topical promotion to engage local news audiences.
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411 Liberty St STREET  
DURHAM, NC 27701

---

<b>To:</b>	<b>Fred Foster</b>
Company:	NAACP
Phone:	919 682 4930
<b>Mailed:</b>	<b>POB 3312, Durham, NC 27702</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

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January 22, 2016

Fred Foster  
NAACP  
PO Box 3312  
Durham, NC 27702

RE: WTVD Job Openings (2)

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SEE ENCLOSURE

## WTVD JOB OPENINGS (2)



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Equal Opportunity Employer – Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity

\*\*\*\*\*  
\*\*\* FAX TX REPORT \*\*\*  
\*\*\*\*\*

TRANSMISSION OK

JOB NO. 4047  
DESTINATION ADDRESS 99194897637  
PSWD/SUBADDRESS  
DESTINATION ID  
ST. TIME 01/21 16:21  
USAGE T 01' 57  
PGS. 2  
RESULT OK



411 Liberty St STREET  
DURHAM, NC 27701

*Michelle*

*He is no*

*long a tree.*

*Remind me to find and give u the*

*name*

*of the for his replacement.*

*Monica*

Facsimile Cover Sheet

*Lizzie Clark-Barlow, CO*

To:	<del>Reginald Hodges</del>
Company:	Durham Literacy Council
Phone:	919 489 8383
Fax:	919 489 7637
From:	Monica Barnes
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
Date:	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Reginald Hodges</b>
Company:	Durham Literacy Council
Phone:	919 489 8383
<b>Fax:</b>	<b>919 489 7637</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.

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\*\*\* FAX TX REPORT \*\*\*  
\*\*\*\*\*

TRANSMISSION OK

JOB NO. 4048  
DESTINATION ADDRESS 99199323125  
PSWD/SUBADDRESS  
DESTINATION ID  
ST. TIME 01/21 16:23  
USAGE T 01' 29  
PGS. 2  
RESULT OK



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Shuly Caywood</b>
<b>Company:</b>	Women's Center
<b>Phone:</b>	919 968 4610
<b>Fax:</b>	919 932 3125
<b>From:</b>	<b>Monica Barnes</b>
<b>Company:</b>	WTVD ABC 11
<b>Phone:</b>	919-687-2255
<b>Fax:</b>	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Shuly Caywood</b>
Company:	Women's Center
Phone:	919 968 4610
<b>Fax:</b>	<b>919 932 3125</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

---

<b>To:</b>	<b>Melinda Marsh</b>
Company:	Disability Awareness Council
Phone:	919 969 3032 x528
<b>Mailed:</b>	<b>503 W. Franklin Street, #114</b>
	<b>Chapel Hill, NC 27516</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



January 22, 2016

Melinda Marsh  
Disability Awareness Council  
503 W. Franklin Street, #114  
Chapel Hill, NC 27516

RE: WTVD Job Openings (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

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\*\*\*\*\*  
 \*\*\* FAX TX REPORT \*\*\*  
 \*\*\*\*\*

TRANSMISSION OK

JOB NO. 4049  
 DESTINATION ADDRESS 99196808019  
 PSWD/SUBADDRESS  
 DESTINATION ID  
 ST. TIME 01/21 16:25  
 USAGE T 01' 42  
 PGS. 2  
 RESULT OK



411 Liberty St STREET  
 DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Kristie Z</b>
<b>Company:</b>	<b>Durham Rescue Mission</b>
<b>Phone:</b>	<b>919 688 9641</b>
<b>Fax:</b>	<b>919 680 8019</b>
<b>Email:</b>	<b>kristiz@durhamrescuemission.com</b>
<b>From:</b>	<b>Monica Barnes</b>
<b>Company:</b>	<b>WTVD ABC 11</b>
<b>Phone:</b>	<b>919-687-2255</b>
<b>Fax:</b>	<b>919-682-7225</b>
<b>Date:</b>	<b>January 15, 2016</b>
<b>Pages including this cover page:</b>	<b>2</b>

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Kristie Z</b>
Company:	Durham Rescue Mission
Phone:	919 688 9641
<b>Fax:</b>	<b>919 680 8019</b>
<b>Email:</b>	<b>kristiz@durhamrescuemission.com</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

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\*\*\*\*\*  
\*\*\* FAX TX REPORT \*\*\*  
\*\*\*\*\*

TRANSMISSION OK

JOB NO. 4050  
DESTINATION ADDRESS 99196883437  
PSWD/SUBADDRESS  
DESTINATION ID  
ST. TIME 01/21 16:30  
USAGE T 01' 20  
PGS. 2  
RESULT OK



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

To:	Debbie Avolin
Company:	Salvation Army
Phone:	919 688 7306
Fax:	919 688 3437
From:	Monica Barnes
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
Date:	January 15, 2016
Pages including this cover page:	2

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411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	<b>Debbie Avolin</b>
Company:	Salvation Army
Phone:	919 688 7306
<b>Fax:</b>	<b>919 688 3437</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	<b>January 15, 2016</b>
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

---

<b>To:</b>	
Company:	Life Sufficiency Program
Mailed:	POB 1330, Durham, NC 27702
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
<b>Date:</b>	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



January 22, 2016

Life Sufficiency Program  
PO Box 1330  
Durham, NC 27702

RE: WTVD Job Openings (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

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\*\*\* FAX TX REPORT \*\*\*  
\*\*\*\*\*

TRANSMISSION OK

JOB NO. 4051  
DESTINATION ADDRESS 99194909726  
PSWD/SUBADDRESS  
DESTINATION ID  
ST. TIME 01/21 16:32  
USAGE T 01' 24  
PGS. 2  
RESULT OK



411 Liberty St STREET  
DURHAM, NC 27701

Facsimile Cover Sheet

<b>To:</b>	Ada Gregory
<b>Company:</b>	Durham Crisis Response Center
<b>Phone:</b>	919 403 9425
<b>Fax:</b>	919 490 9726
<b>From:</b>	Monica Barnes
<b>Company:</b>	WTVD ABC 11
<b>Phone:</b>	919-687-2255
<b>Fax:</b>	919-682-7225
<b>Date:</b>	January 15, 2016
<b>Pages including this cover page:</b>	2

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411 Liberty St STREET  
DURHAM, NC 27701

---

Facsimile Cover Sheet

<b>To:</b>	<b>Ada Gregory</b>
Company:	Durham Crisis Response Center
Phone:	919 403 9425
<b>Fax:</b>	<b>919 490 9726</b>
<b>From:</b>	<b>Monica Barnes</b>
Company:	WTVD ABC 11
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411 Liberty St STREET  
DURHAM, NC 27701

---

<b>To:</b>	Jane Foxlong
<b>Company:</b>	Delta Sigma Theta, Inc / Raleigh Chapter
<b>Phone:</b>	
<b>Mailed:</b>	<b>POB 27414 Raleigh, NC 27611-7414</b>
<b>From:</b>	<b>Monica Barnes</b>
<b>Company:</b>	WTVD ABC 11
<b>Phone:</b>	919-687-2255
<b>Fax:</b>	919-682-7225
<b>Date:</b>	January 15, 2016
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January 22, 2016

Jane Foxlong  
Delta Sigma Theta, Inc  
Raleigh Chapter  
PO Box 27414  
Raleigh, NC 27611-7414

RE: WTVD Job Openings (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

SEE ENCLOSURE

## WTVD JOB OPENINGS (2)



### **Creative Marketing Producer:**

ABC/Disney-owned *ABC11 Eyewitness News* (WTVD) in beautiful Raleigh-Durham, North Carolina has an exciting opportunity for a CREATIVE MARKETING PRODUCER who can make content that attracts audiences on any screen. This is a rare chance to join a great team at a thriving station and company, and in one of the “best places to live in America”. If you’re currently a creative producer that knows digital marketing OR you’re a digital brand specialist who can produce content, we have a position for you. We are looking for someone who can write, shoot, produce, and edit promos as well as digital ads, social videos, and content marketing that keeps audiences engaged in our local news products. Would you like to create social buzz with your creative work AND are you passionate about connecting people with local stories and important local news? If so, please apply.

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411 Liberty St STREET  
DURHAM, NC 27701

---

To:	Kenya Meyers
Company:	Mt. Calvary Lighthouse of Faith
Phone:	919 688 7670
Mailed:	500 N. Drier Street, Durham, NC 27703
From:	Monica Barnes
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
Date:	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



January 22, 2016

Kenya Meyers  
Mt. Calvary Lighthouse of Faith  
500 N. Drier Street  
Durham, NC 27703

RE: WTVD Job Openings (2)

Please place the following job openings in any of your organization's publications or other venues you deem appropriate.

SEE ENCLOSURE

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(No phone calls please)

Equal Opportunity Employer – Female/Minority/Veteran/Disability/Sexual Orientation/Gender Identity

**Producer:**

We are looking for an aggressive, cool-under-pressure news producer who knows what it takes to put together a well-paced newscast. WTVD-TV, the ABC Owned station in Raleigh-Durham, North Carolina (Market 25) is looking for a confident producer who excels at finding interesting content, knows how to showcase creatively and is nimble enough to scrap everything for breaking news. You must have excellent news judgment, the ability to come up with unique story ideas and be a strong writer who knows how to advance stories effectively. Knowledge of ENPS and desktop editing a plus. Candidates need complete understanding of social media and digital content, how to use it within newscasts and how to use it to reach viewers. Candidates should have at least two - three years line-producing experience.

To be considered, Applicants MUST apply on-line at [www.disneycareers.com](http://www.disneycareers.com) and search for the job title Producer ReqID# 338346BR, upload a resume file, cover letter and list of references. Please send writing samples and a copy of your latest newscast including one that demonstrates your ability to handle breaking news.

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\*\*\*\*\*  
 \*\*\* FAX TX REPORT \*\*\*  
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TRANSMISSION OK

JOB NO. 4052  
 DESTINATION ADDRESS 917035063266  
 PSWD/SUBADDRESS  
 DESTINATION ID  
 ST. TIME 01/21 16:34  
 USAGE T 01'55  
 PGS. 2  
 RESULT OK



411 Liberty St STREET  
 DURHAM, NC 27701

To:	Michelle Spencer
Company:	Alliance for Women in Media
Phone:	703 506 3290
Fax:	703 506 3266
From:	Monica Barnes
Company:	WTVD ABC 11
Phone:	919-687-2255
Fax:	919-682-7225
Date:	January 15, 2016
Pages including this cover page:	2

Please place the following job openings in your organization's publications or other venues you deem appropriate.



411 Liberty St STREET  
DURHAM, NC 27701

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# JOB POSTING REQUISITION

This form is required to post an opening. Please e-mail your completed form to [Disneycareers.com](mailto:Disneycareers.com) Job Posting.

Check one:

- Post internally only  Post internally and externally to the Disney Careers Website.

<b>Business Unit:</b> 108	<b>Title of Position:</b> Producer
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<b>Division (check one):</b>			
<input type="checkbox"/> Headquarters	<input checked="" type="checkbox"/> Broadcast	<input type="checkbox"/> BVTV	<input type="checkbox"/> Disney/ABC TV Int'l
<input type="checkbox"/> Disney Channel	<input type="checkbox"/> ESPN	<input type="checkbox"/> Network	<input type="checkbox"/> Publishing

**Department:** News

**Location (city & state):** Raleigh/Durham, NC

**Responsibilities:**  
 We are looking for an aggressive, cool-under-pressure news producer who knows what it takes to put together a well-paced newscast. WTVD-TV, the ABC Owned station in Raleigh-Durham, North Carolina (Market 25) is looking for a confident producer who excels at finding interesting content, knows how to showcase creatively and is nimble enough to scrap everything for breaking news. You must have excellent news judgment, the ability to come up with unique story ideas and be a strong writer who knows how to advance stories effectively. Knowledge of ENPS and desktop editing a plus. Candidates need complete understanding of social media and digital content, how to use it within newscasts and how to use it to reach viewers. Candidates should have at least two - three years line-producing experience.

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- Required Qualifications:**
- **Education:**
  - **Work Experience:**
  - **Technical Skills:**
  - **Non-technical Skills:**

- Desired Qualifications:**
- **Education:**
  - **Work Experience:**
  - **Technical Skills:**
  - **Non-technical Skills:**

**Send resumes to:**

**Name:** Michelle Germano, News Director      **Fax:**  
**Mailing Address:** 411 Liberty Street Durham, NC 27701  
**Email:** <https://disneycareers.com>

**JOB REQUISITION**

Please use Tab key to move between fields. Do not press Enter.

**Date Position Opened:** 1/01/2016

**Job Code:** \_\_\_\_\_ **POS Number:** 21051963

**Job Title:** Producer

**Title Change:** \_\_\_\_\_

**Department / Show:** \_\_\_\_\_ **Department ID (cost center):** 5439815

**Hiring Manager:** Michelle Germano      **Title:** News Director

**Budgeted Salary:** \_\_\_\_\_ **FLSA:**  Exempt  
 Non-Exempt  
 Union

**Incumbent's Name:** \_\_\_\_\_ **SSN** \_\_\_\_\_ **Race:** \_\_\_\_\_ **Sex:** \_\_\_\_\_

**Comments:**

**Requested by:** Michelle Germano      **Date:** 01/01/2016

**Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**JOB POSTING REQUEST COMPLETED**

YES  
 NO

**FOR HR USE ONLY:**

**DATE POSTED:** 1/15/2016      **JOB REQUISITION:** 338346BR  
**HR CONTACT:** Michelle Gaddy      **DATE RECEIVED:** 1/01/2016