

## EEO Public File Report

Station: **WHLT**  
 Period Covered by Report: **2/1/13 to 1/31/14**

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source for Candidate Hired	Recruitment Source(s) Utilized to Fill Vacancy	Number Interviewed	Number Hired
1	Digital Journalist	02/08/13	04/15/13	Career Fairs	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached.	8	1
2	Account Executive	02/01/13	04/15/13	Career Fairs	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached.	5	1
3	Digital Journalist	05/23/13	07/22/13	University of Southern MS	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached.	3	1
4	Account Executive	05/03/13	08/05/13	Employee Referrals	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached.	7	1
5	Account Executive	10/31/13	12/09/13	Unsolicited	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached; Recruitment Source Contacted for specific Vacancies (Hub City Employment, Inc.)	3	1
<b>TOTAL</b>						<b>26</b>	<b>5</b>

\* See Attached List of Recruitment Sources for Contact Information

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## Recruitment Sources Contacted for Each Full-Time Vacancy

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No.	Recruitment Source	Contact	Total Interviewed	Notification
1	<b>MS Valley State University</b> 14000 Hwy 82 W, Box 7246, Itta Bena, MS 38941	Career Development 662-254-9041		n
2	<b>MS Employment Services - Jackson Office</b> 5959 I-55 North Frontage Road, Suite C, Jackson, Ms 39213	Ms. Ketra McGriggs 601-961-7931		n
3	<b>WJTV-TV</b> 1820 TV Road, Jackson, MS 39204	Karen Cole 601-372-6311		n
4	<b>Holmes Jr. College</b> Career Planning, P.O. Box 369, Goodman, MS 39079	Pamela Fells 662-472-2312		n
5	<b>Mississippi University For Women</b> 405 Cochran Hall, 1100 College St., MUW-1624, Columbus, MS 39701	Office of Career Services 662-329-4750		n
6	<b>Miss. State University</b> P.O. Box P, Miss State, MS 39762	Gloria Reeves 662-325-3344		n
7	<b>Hinds Community College</b> Career Center, P.O. Box 1100, Raymond, MS 39154-1100	GR Davis 601-857-3384		n
8	<b>Mississippi College</b> Career Services, P.O. Box 4010, Clinton, MS 39058	Karen Lindsey-Lloyd 601-925-3901		n
9	<b>William Carey College</b> 498 Tuscan Avenue, Box 181, Hattiesburg, MS 39401	Leslie Sellers 601-318-6207		n
10	<b>Alcorn State University</b> Career Placement Services, P.O. Box 390, Lorman, MS 39096	W. Johnson 601-877-6100		n
11	<b>University of Southern MS</b> Career Services, 118 College Drive #5014, Hattiesburg, MS 39406-0001	Ms. Kathleen Killam 601-266-4153	1	n
12	<b>Belhaven College</b> 1500 Peachtree Street, Jackson, MS 39202	Jennifer Griffin 601-968-5969		n
13	<b>Millsaps College</b> 1701 North State Street, Jackson, MS 39210	Tonya Craft 601-974-1346		n
14	<b>Jackson Advocate</b>	Alice Tisdale		n

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	Classified Department, 309 N. Farish Street, Jackson, Ms 39202		601-648-4123		
15	<b>Tougaloo College</b>		Ms. Gladys Jones		n
	Career Services, 500 W. County Line Road, Tougaloo, MS 39174		601-977-7817		
16	<b>Department of Veterans Affairs</b>		Jennifer Armwood		n
	1600 East Woodrow Wilson Dr., Jackson, MS 39216				
17	<b>Antionelli College</b>		Kim Ramsey		n
	480 E. Woodrow Wilson Dr, Jackson, MS 39216		601-853-1175		
18	<b>TVJobs Broadcast Employment Services</b>		TVJobs.com	1	n
	P.O. Box 4116, Oceanside, CA 92052		800-374-0119		
19	<b>NAACP</b>		Janette Self		n
	1072 Lynch Street, Ste #10, Jackson, MS 39203		601-353-6906		
20	<b>Jackson Urban League</b>		Willie Cole		n
	2310 Hwy 80 West, Bldg. 1, Suite E, Jackson, MS 39204		601-981-4211		
21	<b>University of Mississippi</b>		Lisa Gooden		n
	Career Center, PO Box 1848, University, MS 39677		662-915-7211		
22	<b>Holmes Community College</b>		Ms. Rose Canterbury		n
	412 W. Ridgeland Avenue, Ridgeland, MS 39157				
23	<b>WHLT-TV (On-Air Advertisement)</b>		Local TV Advertisement		n
	Cloverleaf Mall, 5912 Hwy 49, Ste A, Hattiesburg, MS 39401		601-545-2077		
24	<b>Media General/WHLT Website</b>		MG Division HR	8	n
	111 North 4th Street, Richmond, VA 23219 / Cloverleaf Mall, 5912 Hwy 49, Ste A, Hattiesburg, MS 39401		804, 775-4608, www.mgbg.com, www.whlt.com		
25	<b>MS Employment Services - Hattiesburg Office</b>				n
	P.O. Box 15428, Hattiesburg, MS 39401		601-264-0502		
26	<b>Employee Referrals</b>			5	n
27	<b>Former Employee Referrals</b>				
28	<b>Personal Acquaintances (Word of Mouth)</b>			1	
29	<b>Industry Referrals</b>				
30	<b>Self Initiated/Walk-In/Call-In</b>			2	
31	<b>Career Fairs</b>			4	
32	<b>Unsolicited</b>			1	

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33	Internal			n
47	Craig's List	Website	2	n
	1381 9th Avenue, San Francisco, CA, 94122			

### Recruitment Sources Contacted for SPECIFIC Full-Time Vacancies

50	Hub City Employment, Inc.	Lisa Folcakes	1	n
	201 N. 25th Avenue, Hattiesburg, MS 39401	601-545-8888		
	<i>(For Account Executive 10-31-13)</i>			

Total Interviewed 26

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## Supplemental Recruitment Initiatives

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No.	Date	Initiative	Description	Personnel Involved	Scope of Involvement
1	On-Going	Training Programs & Cross-Training Programs	Train employees for positions other than what they were hired for.	News Director/Business Manager/Director of Engineering/Director of Revenue/Brand Manager/WHLT General Sales Manager	Management & employees train employees to gain skills to allow them to obtain promotions and/or transfers.
2	2/27/13	University of Southern Mississippi Spring 2013 Career Fair at the Thad Cochran Center, USM Campus, Hattiesburg, MS	WHLT & WJTV employees represented WJTV and WHLT at Career Fair where they provided written information to students regarding available positions at both stations and other Media General properties.	WJTV Regional Digital Sales Manager, Sarah Jane Ingram, and WHLT Brand Manager, Kathryn Townsend	Participation in Job Fairs representing all Media General properties and providing written information regarding current job openings.
3	3/6/13	University of Southern Mississippi Career and Internship Fair at the Thad Cochran Center, USM Campus, Hattiesburg, MS	WHLT employees represented WJTV and WHLT at Career and Internship Fair where they provided information to students regarding available positions at both stations and other Media General properties.	WHLT Station Manager, Wally Babbidge, WHLT Brand Manager, Katie Townsend, and WHLT Digital Journalist Malary Pullen	Participation in Job Fairs representing all Media General properties and providing written information regarding current job openings.
4	3/28/13	Hiring Our Heroes Job Fair, Crown Expo Center, 1960 Coliseum Drive, Fayetteville, NC 28306	Media General Employees staffed a booth where they provided information to US Veterans regarding current job openings at Media General properties.	Media General HR Generalist, T'Kia Wilkins and WNCD Operations Manager, Carey Adams.	Participation in Job Fairs representing all Media General properties and providing written information regarding current job openings.
5	4/9/13	Hiring Our Heroes Job Fair, Ragan Community Center, 1200 East Lake Avenue, Tampa, FL 33605	Media General Employees staffed a booth where they provided information to US Veterans regarding current job openings at Media General properties.	Media General HR Generalist, Wes Zweibel, WFLA Promotions Manager, Joshua Combs, WFLA Community Partnerships Manager, Matt Larson, and WFLS Traffic Anchor, Leslee Lacey.	Participation in Job Fairs representing all Media General properties and providing written information regarding current job openings.
6	4/18/13	Mississippi Association of Broadcasters Career Day at University of Southern Mississippi, Thad Cochran Center, USM Campus, Hattiesburg, MS	WJTV Station Manager represented WJTV and WHLT at MAB Career Day where he provided information to students interested in Radio/Television Production and Broadcast Sales.	WJTV/WHLT General Manager, William Cromwell	Participation in Job Fairs/Career Events representing all Media General properties and providing written information regarding current job openings.
7	10/17/13	Mississippi Association of Broadcasters Career Day at Mississippi State University, Starkville, MS	WJTV/WHLT Station Manager represented WJTV and WHLT at MAB Career Day where information was provided to students interested in Radio/Television Production and Broadcast Sales.	WJTV/WHLT General Manager, William Cromwell and WJTV Assignment Manager, LeKeitha Terrell.	Participation in Job Fairs/Career Events representing all Media General properties and providing written information regarding current job openings.

No.	Date	Initiative	Description	Personnel Involved	Scope of Involvement
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