

I. VACANCY LIST

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WTVM
EEO PUBLIC FILE REPORT
December 1, 2020 to November 30, 2021

II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Gray TV All jobs posted to Gray TV are automatically posted to Indeed.com	N	35
2	Middle Ga State University Heather McIntosh heather.mcintosh@mga.edu www.mga.edu	N	
3	Media Line Mark Shilstone jobs@medialinetalent.com	Y	
4	Russell County Dept of Human Resources Dorothea Williams dorothea.williams@dhr.alabama.gov	Y	
5	NAACP 514 1 st Avenue Columbus, GA 31901 naacpbranch@yahoo.com	Y	
6	Columbus State University Director Career Center 4225 University Ave. Columbus, GA 31907 https://app.joinhandshake.com	Y	
7	American InterContinental University 3330 Peachtree Rd, NE Atlanta, GA 30326 careerservices@aiuonline.edu	Y	
8	Troy State University Counseling & Placement Office One University Place Phenix City, AL 36869 https://app.joinhandshake.com	N	
9	Kennesaw State University Career Services Center 1000 Chastain Road #0118 Kennesaw, GA 30144 https://app.joinhandshake.com	N	
10	University of Georgia Debi Grayson Clark Howell Hall/Career Planning & Placement Athens, GA 30602 www.hireuga.com	N	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
11	Auburn University Career Placement Services 303 Mary Martin Hall Auburn University Auburn, AL 36849 www.auburn.edu/career/trl/	N	
12	Georgia College and State University Attn: Dir of Career Center 231 West Hancock Street Milledgeville, GA Career.center@gcsu.edu https://gscu.joinhandshake.com	N	
13	Spelman College Harold Bell Dir of Career Planning Dev. 350 Spelman Lane SW Atlanta, GA 30314-4399 hbell@spelman.edu	N	
14	The Housing Authority of Columbus, Georgia Pamela Farley, FSS Coordinator (Family Self-Sufficiency) 1000 Wynnton Road Columbus, GA 31906 eff 4/9/2020 pfarley@columbushousing.org	Y	
15	Valdosta State University Darius Anthony and Carla Jordan 1500 N.Patterson, Street, 2 nd Floor Valdosta, GA 31698 https://valdosta.joinhandshake.com/login	N	
16	Fort Valley State University Romelda Simmons Dir. Of Career Development Center 1005 State University Drive Fort Valley, GA 31030 SimmonsR@fvsu.edu	N	
17	Clark Atlanta University Career Services Director 223 James P. Brawley Atlanta, GA 30314 cppc@cau.edu	N	
18	Chattahoochee Valley Community College Debbie Boone Debbie.boone@cv.edu Danielle Ondrusek Danielle.ondrusek@cv.edu Melissa Summers Melissa.summers@cv.edu	N	
19	Tuskegee Institute Career Development & Placement Services Carnegie Hall 3 rd Floor Tuskegee, AL 36088 rburden@tuskegee.edu https://app.joinhandshake.com	N	

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20	Clayton State University Dan Adams Career Resource Center 5900 N. Lee Street Morrow, GA 30260 carladams@clayton.edu	N	
21	LaGrange College Caitlin Sutton 601 Broad Street LaGrange, GA 30240 www.collegecentral.com/lagrange	N	
22	South GA Tech Cynthia Carter ccarter@southgatech.edu	N	
23	West Georgia Technical College https://westgatech-csm.symplicity.com/employers	N	
24	Columbus Technical College Career Placement 928 Manchester Expressway Columbus, GA 31904 careerconnections@columbustech.edu	N	
25	Auburn University Dept of Communications Ric Smith 6030 Haley Center Auburn, AL 36845 smithrw@auburn.edu	N	
26	Grady College C. Bentley cbentley@uga.edu	N	
27	University of Missouri School of Journalism Mike McKean PO Box 838 Columbia, MO 65205 mckeanML@missouri.edu	N	
28	Annenberg School for Communication and Journalism Megan Hutaff – Assist Director Career Dev meganh@asc.usc.edu https://annenberg-usc-csm.symplicity.com/employers/	N	
29	FAMU School of Journalism & Graphic Comm sigc@famuedu	N	
30	Hillsborough Community College Radio/TV Department 2112 North 15 th Street, PST 134 Tampa, Fl 33605 icanalejo@hccfl.edu	N	
31	National Minority Business Council Inc. 25 West 45 th Street, Ste. 301 New York, NY 10036 nmbc@msn.com	N	

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32	Auburn Chamber of Commerce 714 E.Glenn Ave Auburn, AL 36830 crystal@auburnchamber.com	N	
33	Facebook	N	
34	Georgia Department of Labor	N	
35	Employee Referral	N	15
36	Internal	N	7
37	Intern Program	N	
38	Job Fair – Columbus State Career Day	N	
39	Job Fair – UGA Career Day	N	
40	Word of Mouth	N	
41	TV Jobs www.tvjobs.com	N	1
42	Spots N Dots dai@spotsndots.com	N	
43	Linked In www.linkedin.com	N	3
44	Indeed.com www.indeed.com	N	4
45	Monster.com www.monster.com	N	
46	News Check Media	N	
47	Goodwill Industries of Southern Rivers Charles May chmay@gwisr.org	N	
TOTAL INTERVIEWEES OVER REPORTING PERIOD			65

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Provide training to ensure equal employment opportunities and preventing discrimination	On Jan 7 – Apr 1, 2021, General Manager participated in a training series “Foundations in Diversity, Equity and Inclusion” from Adaway Consulting, a program developed for Gray Television. Information covered in this training included: how biases influence interaction and decision making and ways to mitigate them, how to identify and avoid implicit bias and microaggression in media, how to champion equity and inclusion, handling conflict, how to avoid common faux pas made regarding: gendered language, race, class and ability, how to apologize effectively.
2	Provide training to ensure equal employment opportunities and preventing discrimination	On May 11 – Jun 10, 2021, Digital Sales Manager participated in a training series “Foundations in Diversity, Equity and Inclusion” from Adaway Consulting, a program developed for Gray Television. Information covered in this training included: how biases influence interaction and decision making and ways to mitigate them, how to identify and avoid implicit bias and microaggression in media, how to champion equity and inclusion, handling conflict, how to avoid common faux pas made regarding: gendered language, race, class and ability, how to apologize effectively.
3	Announcement for On-Air to recruit candidates for broadcasting career	On-Air announcement to be aired periodically to recruit candidates for current job openings. Script: THERE ARE JOBS, AND THEN THERE ARE CAREERS THAT ARE FULFILLING. CAREERS THAT GIVE YOU THE OPPORTUNITY TO INNOVATE. TO BE THE TECHNOLOGY LEADERS. WHILE

		<p>WORKING WITH CREATIVE MINDS. THE CHANCE TO SHARE SUCCESS WITH OTHERS AND MAKE AN IMPACT ON YOUR PART OF THE WORLD. AT WTVM NEWS LEADER 9 WE'RE LOOKING NOW FOR PEOPLE WHO WANT MORE THAN A JOB. PEOPLE LIKE YOU. GO TO WTVM DOT COM SLASH CAREERS TODAY.</p>
4	<p>Announcement for On-Air to disseminate information that we are an Equal Employment Opportunity Employer and to gain more organizations interested in job openings</p>	<p>On Air Announcement to be aired periodically to recruit employees and additional organizations interested in being added to our list for full time job openings.</p> <p>Script:</p> <p>WTVM, A GRAY TELEVISION STATION, IS COMMITTED TO A BROAD APPLICANT RECRUITING OUTREACH PROGRAM IN OUR CONTINUING EFFORTS TO REPRESENT OUR DIVERSE COMMUNITY.</p> <p>WE ENCOURAGE QUALIFIED COMMUNITY ORGANIZATIONS TO BECOME PART OF THIS FULL-TIME JOB OPPORTUNITY NOTIFICATION MAILING LIST.</p> <p>IF YOUR ORGANIZATION IS INTERESTED IN BECOMING PART OF THIS LIST, AND YOU DISTRIBUTE JOB INFORMATION OR CAN PROVIDE REFERRALS AS PART OF YOUR REGULAR ACTIVITY, WE WOULD LIKE TO HEAR FROM YOU.</p> <p>SEND YOUR REQUEST TO: HUMAN RESOURCES, 1909 WYNNTON ROAD COLUMBUS GEORGIA 31906</p>
5	<p>Host Job Fair</p>	<p>On September 23, 2021, WTVM hosted a regional job fair at Columbus State University's Cunningham Center. Station was responsible for organizing event, selecting location, and recruiting other participants. Participants included Airforce Heating and Air, AlaTrade, Briggs & Stratton, Domino's Pizza, Harris County School District, Muscogee County Sheriff's Office, U.S. Army, Hyundai Transys Powertrain, Conway Electrical Services, Johns Manville, Solar Tyme, Kia Georgia, Abel Electric, Magnolia Manor, Callaway Resort & Gardens, Hughston Clinic, River</p>

	Towne Rehabilitation Center, Synovus, Columbus State University, Columbus Technical College, Sons Ford Lincoln of Auburn, Sons Chevrolet, Columbus Water Works, Happy Valley Day Facility, Jackson Services, 911iNet, Columbus Police Department and Muscogee County School District. Station personnel involved included EEO Coordinator, General Manager, General Sales Manager, Digital Sales Manager, Local Sales Manager, Account Executives, Creative Services Director, Assistant News Director
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