

Duluth-Superior Area Educational Television Corporation
EEO Public File Report

WDSE-TV/WDSE-DT/WRPT-DT

Year Ending November 30, 2008

1. Full Time Vacancies filled during period: None
2. Recruitment Sources used to fill vacancies: NA
No recruitment sources have requested notification of Duluth-Superior Area Educational Television Corporation job vacancies.
3. Recruitment Source referring hire for each vacancy: NA
4. Interviewees by Referring Source: NA
5. Recruiting Outreach Activities completed:
 - a. Employee Development: Maintained tuition reimbursement program for employees to encourage professional development in preparation for higher level positions. Funding for tuition reimbursement is provided by the Beck Foundation, a special-purpose foundation established to support Duluth-Superior Area Educational Television Corporation, to assure continuity of the program despite uncertainty in operating funding. Tuition reimbursement provides tangible reinforcement of Duluth-Superior Area Educational Television Corporation's commitment to continuing development of our valued employees. Employees have used the tuition reimbursement program to build their skills in technical areas, journalism, education and effective communications.
 - b. Internship – Promotion: Maintained an internship program designed to assist Communications majors at the University of Minnesota Duluth to acquire skills needed for broadcast employment
 - c. Internship – Studio Production: Maintained an internship program designed to assist students at the University of Wisconsin Superior and members of the public to acquire skills needed for broadcast employment
 - d. Internship – Web Development: Established new internship relationship with Lake Superior College to provide student opportunities to acquire web page development experience in a broadcast production environment.

- e. Management Training and Review of Methods Ensuring Equal Employment Opportunity: Training and review of methods of ensuring equal employment opportunity and preventing discrimination for management personnel is undertaken before beginning recruitment for each position opening, annually as a part of supervisory employees' performance evaluation and periodically in connection with Drug Free Workplace training.
- f. Employee Mentoring: Established mentoring relationship between seasoned employees and junior employees in complimentary career paths. By committing to offer mentoring to newly hired employees, Duluth-Superior Area Educational Television Corporation is able to broaden the range of candidates who can be considered for position openings. Mentoring of experienced employees provides increased opportunity for career advancement.
- g. Participation in Career Fair Activities: Station personnel provided information about broadcast careers to community participants in career fairs organized by the Minnesota Department of Economic Development, the Minnesota Department of Human Services, and the Minnesota State Council on Disability. In addition to members of the general public, career fair activities targeted high school students with disabilities, veterans, and college students approaching graduation.

Prepared by:

Allen D. Harmon 

General Manager
24 November 2008