



GEORGIA PUBLIC BROADCASTING

ANNUAL EEO FILE REPORTS

WGTV - 2011/12

**Georgia Public
Telecommunications Commission**

**EEO Public Inspection File Report
(Station WGTV)**

2011 - 2012

December 1, 2011-November 30, 2012

**Equal Employment Opportunity
Public Inspection File Report**

**Georgia Public Telecommunications Commission
(Station WGTV)**

This report is prepared by Georgia Public Telecommunications Commission ("GPTC"), licensee of noncommercial television station WGTV, Athens, Georgia and covers its employment unit for WGTV and its Atlanta, Georgia headquarters.

The GPTC is also the licensee of an additional eight noncommercial educational television and fourteen noncommercial educational radio stations. GPTC operates its radio and television stations as state public broadcast networks, with all the television programs originating in Atlanta and simulcast by all of the stations in the network. Most of the radio stations are operated in a similar manner, although some originate some programming locally. Given this structure, the bulk of GPTC's employees are located at its Atlanta headquarters. The employees at the individual stations (there are fewer than 5 full-time employees at each of the other stations) are primarily technical personnel assigned to assure the proper operation of the stations.

While GPTC has employees throughout the state, it operates as a single agency for recruitment purposes and employs the same recruitment sources and employment initiatives for all of its job openings. GPTC is also an agency of the state of Georgia and its recruitment and employment practices are subject to the requirements of the State Personnel Administration, Georgia's equivalent of the federal civil service system.

**2012 Equal Employment Opportunity
Public Inspection File Report
List of Initiatives**

- 5. Provide a list and brief description of initiatives undertaken to satisfy the requirement to complete four "menu options" within a two-year period.**

- (v) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.**

Georgia Public Broadcasting's internship program continues to expand by building relationships with local schools, colleges, universities and organizations to attract and target graduate and undergraduate students that have an interest in broadcast employment. The organization attended Georgia State University Best Practices for Internship Program conference to continue to look for ways to revamp and reinstitute our initiative to create a diverse group of internship opportunities. Currently GPB rotates students quarterly and year round to all operational areas to include Television, Field Productions, Information Technology, New Media, Education, Radio, Marketing and Communications, Original Programming/Creative Services, Development, Fundraising, Finance and Administration. Interns continue to receive hands on training and experience that allows them to acquire the necessary skills needed for administrative and broadcast level employment.

Georgia Public Broadcasting also actively extends ongoing opportunities for Volunteers through the efforts of the organization's Volunteer Coordinator for events and fund-raising campaigns.

- (vii) Participation in scholarship/educational stipend programs designed to assist students interested in pursuing a career in broadcasting.**

Georgia Public Broadcasting has participated in scholarship and educational stipend programs in the past and continues to explore partnerships with local schools. In 2010 and 2011, GPB participated with the Year-up program which offers an intensive one year training program that provides urban young adults 18-24, with a unique opportunity to gain a combination of technical and professional skills. It also provides college credits, an educational stipend and corporate internships that allow students to gain knowledge and within the field of broadcasting and technology. GPB had two students to participate in this program gaining experience about technology and the components that connect technology and the broadcasting and production arena.

- (viii) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for a higher-level position.**

Through the Human Resources Office, Georgia Public Broadcasting continues to develop, coordinate, and provide ongoing in-house training as well as training that is outsourced to public and private vendors, to provide employees with additional skills to perform job responsibilities and to obtain higher-level responsibilities or positions. Some areas of training include:

- **Broadcast Engineering Training** for staff designed to broaden skills necessary to ensure compliance with media standards in the production, engineering and technical areas.

- The Effects of Change Workshop provided by the Employee Assistance Program to bring awareness of workplace and work life balance challenges and issues and how to adapt to changing times with high demands.
- EEOC Training for human resources staff on workplace diversity, employment laws and handling discriminations charges and complaints that may arise.
- UGA Government Accounting Series for accounting staff designed to keep abreast of accounting procedures and certification needed for job responsibility compliance in the area of Finance.
- Automated Time and Attendance Training for HR Staff to explore efficient ways of recording employee's time and documenting leave and absence history for managers and subordinates.

(x) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Each year Georgia Public Broadcasting participates in at least four job fair/career day events sponsored by educational institutions designed to promote and encourage career opportunities in broadcasting. Some of these events for the 2012 calendar year include:

- Meadow View Elementary School, Career Day, March 2, 2012
- University of West Ga. Media Careers & Technology Day, March 7, 2012
- Alexander High School, Web Design & Technology Seminar, March 19, 2012
- Dekalb County Workforce Development Job Fair, April 14, 2012
- Heritage Elementary School, Literacy Day, April 21, 2012
- Whitfield Career Academy Regional Career/College Fair- Dalton, Ga. May 4, 2012
- Georgia University, Summer Institute for Educators, June 14, 2012
- Veteran's Career & Diversity Job Expo, September 27, 2012

These events motivate and inform students, educators and the surrounding community about the organization and career opportunities available at GPB in the areas of media, journalism, and communications.

Georgia Public Telecommunications Commission
Vacancies Filled - WGTW

December 1, 2011 to December 1, 2012

Job Title	Date Posted	Posting Method	No. of App	No. of Interviews	Recruitment Source for Each Interviewee	No. Hired	Recruitment Source for Hired Applicant(s)	Recruitment Resources
Junior Producer C-32-11	8/19/2011	INTERNAL & EXTERNAL	177	11	GPB Easy HR Website (11)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Media Bistro, TV & Radio Jobs, Mass Media Jobs, Connecticut School of Broadcasting
Chief Broadcast Engineer C-34-11	9/15/2011	INTERNAL & EXTERNAL	45	3	Society of Broadcast Engineers (1) GPB Easy HR Website(2)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Nat. Association of Broadcasters, CPB Jobline, TV & Radio Jobs, Connecticut School of Broadcasting, Career Page.org Natl. Alliance of State Broadcasters, Current, Southern Polytechnical Institute Nacelink, Mercer University (Bearlink) Nacelink job site, Society of Broadcast Engineers
Radio Host/Producer C-37-11	10/25/2011	INTERNAL & EXTERNAL	80	3	Indeed.com(1) GPB Easy HR Website(1) CPB Jobline(1)	1	Indeed.com	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Current, Public Radio News Directors Newslink
Radio Reporter/Producer C-38-11	11/14/2011	INTERNAL & EXTERNAL	29	6	GPB Easy HR Website(5) CPB Jobline(1)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Current, CPB Jobline, Public Radio News Directors Newslink
Facilities Specialist C-3-12	5/3/2012	INTERNAL	2	2	GPB Easy HR Website (2)	1	GPB Email GPB Easy HR Website	GPB Email, GPB Easy HR Website, Ga. Tech/Career Buzz, Atlanta Technical College, Job Central National Labor Exchange, TAOnline - Transitional Asst. (Military), United Way, Easter Seals, Latin American Association, The Atlanta Urban League, Art Institute of Atlanta, SCAD, Simply Hired

Georgia Public Telecommunications Commission
Vacancies Filled - WGTN
December 1, 2011 to December 1, 2012

Technical & Production Support Specialist C-4-12	5/8/2012	INTERNAL	10	1	1	GPB Easy HR Website (1)	1	GPB Email GPB Easy HR Website	GPB Email, GPB Easy HR Website, Ga. Tech/Career Buzz, Atlanta Technical College, Job Central National Labor Exchange, TAOOnline - Transitional Asst. (Military), United Way, Easter Seals, Latin American Association, The Atlanta Urban League, Art Institute of Atlanta, SCAD, Simply Hired
Chief of Engineering Services C-5-12	3/8/2012	INTERNAL & EXTERNAL	16	6	1	Society of Broadcast Engineers(1) GPB Easy HR Website(5)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Society of Broadcast Engineers
Human Resources Coordinator C-8-12	6/12/2012	INTERNAL	8	5	1	GPB Easy HR Website (5)	1	GPB Email GPB Easy HR Website	GPB Email, GPB Easy HR Website
New Media Content Editor C-11-12	8/25/2012	INTERNAL	8	2	1	GPB Easy HR Website (2)	1	GPB Email GPB Easy HR Website	GPB Email, GPB Easy HR Website
New Media Content Specialist C-12-12	8/25/2012	INTERNAL	8	3	1	GPB Easy HR Website (3)	1	GPB Email GPB Easy HR Website	GPB Email, GPB Easy HR Website
Radio Director C-13-12	7/2/2012	INTERNAL & EXTERNAL	62	6	1	GPB Easy HR Website(4) Current(2)	1	Current	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, NPR Russell Lewis list serv, CPB Jobline, Public Radio Program Directors Assoc., Public Radio News Directors, Current, Asian American Journalist Assoc., Assoc of Black Journalists, Eastern Region Public Media
Accounting Technician C-15-12	7/17/2012	INTERNAL & EXTERNAL	87	4	1	GPB Easy HR Website(4)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Careers.ga.gov

**Georgia Public Telecommunications Commission
Vacancies Filled - WGTN**

December 1, 2011 to December 1, 2012

Senior Development Officer C-16-12	8/1/2012	INTERNAL & EXTERNAL	26	4	GPB Easy HR Website(3) Opportunity Knocks(1)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, CPB Jobline, Philanthropy Journal, Assoc. of Local Fundraising Association, Current, National Association of Broadcasters, NAACP, Opportunity Knocks
Development Coordinator C-18-12	8/18/2012	INTERNAL & EXTERNAL	45	4	GPB Easy HR Website (4)	1	GPB Easy HR Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, CPB Jobline, AFP Board of Directors
Office Assistant C-21-12	9/18/2012	INTERNAL	18	3	GPB Easy HR Website (3)	1	GPB Email GPB Easy HR Website	GPB Email, GPB Easy HR Website

**Georgia Public Telecommunications Commission
Vacancies Filled - Combined Report**

December 1, 2011 to December 1, 2012

Position Name	Date Posted	Posting Method	No. of App	No. of Interviews	Recruitment Source for Each Interviewee	No. Hired	Recruitment Source for Hired Applicant(s)	Recruitment Resources
Radio Host/Show Supervisor WMUM Macon C-2-12	3/8/2012	INTERNAL & EXTERNAL	21	6	CPB Jobline (2), Current (2), GPB Easy HR Website (1), TV Radio Jobs(1)	1	CPB Jobline	GPB Email, GPB Easy HR Website, Ga. Tech/Career Buzz Contacts, Job Central National Labor Exchange, Transitional Assistant Military TA Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, CPB Jobline, TV & Radio Jobs, National Association of Broadcasters, Current, PRPD, Network of Reporters and News Directors with NPR Southern Bureau Chief

GA PUBLIC TELECOMMUNICATIONS COMMISSION
Recruitment Resource Bank¹
December 1, 2011 —December 1, 2012

Address	Phone Number	Contact
Georgia Public Broadcasting Easy HR	404-685-2663	www.gpb.org/ jobs
Georgia Tech 686 Cherry Street Atlanta, GA 30332-0165	404-894-2550	sonia.mcallister@success.gatech.edu
<ul style="list-style-type: none"> School of Literature, Communication & Culture Ivan Allen College Liberal Arts Communications & Media Ga. Tech Career Buzz (online) Georgia Tech Alumni Assoc. 	404.385.0625 404-894-1720 404.894.1923 404.894.2394	Shannon Dobranski shannon.dobranski@cc.gatech.edu Rebecca Keane rebecca.keane@ac.gatech.edu Sonia McAlister http:// gatech-csm.symplicity.com/ employers Caroline Player Caroline.player@alumni.gatech.edu
The Atlanta Urban League, Inc. 100 Edgewood Avenue, N.E., Suite 600 Atlanta, GA 30303	404-659-1150	
Connecticut School of Broadcasting 1755 North Brown Road Suite 175 Lawrenceville, GA 30043	678-205-2210 Fax: 678-205-2215	Michael Hessing Coordinator mhessing@gocsb.com
Southern Polytechnic Institute 1100 South Marietta Pkwy Marietta, GA 30060-2896	770-528-7200 770-528-7391	bmcdonald@spsu.edu
National Alliance of State Broadcasters Associations Post A Job		http:// www.career.page.org
National Association of Broadcasters 1771 North Street, NW Washington, D.C. 20036	202-429-5300	nab@nab.org hr@nab.org
State Personnel Administration Suit 502, West Tower 200 Piedmont Ave., S.E. Atlanta, GA 30334-5100	404-656-2705	https:// www.careers.ga.gov Ga.-careers_info@spa.ga.gov

¹ All recruitment resources listed were contacted by GPTC for the advertising and posting of positions. No resource listed specifically requested recruitment information from GPTC.

Address	Phone Number	Contact
Current Newspaper Advertising Director 6930 Carroll Avenue, Suite 350 Takoma Park, MD 20912-4423	877-745-8776 ext.1 310-270-7240 Fax: 877-745-8776	Kathleen Unwin unwin@current.org http://www.current.org/
Corporation for Public Broadcasting 401 Ninth Street, NW Washington, DC 20004-2129	202-879-9600	http://www.cpb.org/jobline/
GA Department of Labor Website 148 Andrew Young International Blvd. N.E. Atlanta, Georgia 30303-1751	404-656-3182 1-877-562-7442	http://www.dol.state.ga.us/is/WyndraCarterJobs4GACallCenterJobs4GA@dol.state.ga.us
AMFM jobs.com / TVJobs.com Broadcast Employment Services PO Box 4116 Oceanside, CA 92052	800-374-0019	www.amfmjobs.com
Opportunity Knocks 50 Hurt Plaza Suite 845 Atlanta, Georgia 30303		http://www.opportunitynocs.org/jobseeker/info@opportunityKnocks.org http://www.opportunityknocks.org
Media Bistro	(212) 547-7914 (888) 589-1963	Liana Kim job.info@mediabistro.com http://www.mediabistro.com/employers http://www.mediabistro.com/employers/job.asp
Association of Black Media Workers (through Media Bistro)		
Mass Media Jobs		Emmanuel Sullivan CEO-Founder http://www.massmediajobs.com/ mymassmediajobs@massmediajobs.com
Latin American Association Job Bank		jobs@latinamericanassoc.org
TV and Radio Jobs Post an Ad		http://tvandradijobs.com
Public Radio News Directors Incorporated (PRNDI) Public Radio Newslink		www.prndi.org Mr. Euan Kerr ekerr@mpr.org Newslink Administrator http://www.newslink.org/rpuradi.html Charles Compton Charles.compton@ku.edu 859-622-1680
PRNDI-Public Radio News Directors		

Address	Phone Number	Contact
Russell Lewis listserv - NPR Network of Reporters and News Directors with NPR Southern Bureau Chief		http://www.npr.org/templates/story/story.php?storyId=7569853
Asian American Journalists Association AAJA National Office 5 Third Street, Suite 1108, San Francisco, California 94103	415-346-2051 Fax: 415-346-6343	http://www.jobs.aaja.org/employer-national@aaja.org
TAOnline.com Careers for Transitioning Military Employer Center/ Post A Job		http://jobs.taonline.com
Latin American Association 2750 Buford Hwy Atlanta, Georgia 30324	404-892-6896	Marlen Ruiz Employment Services Manager mruiz@hela.org
Job Central National Labor Exchange	866-268-6206	http://www.jobcentral.com/postajob.asp info@jobcentral.org
United Way of Metropolitan Atlanta 100 Edgewood Avenue NE Atlanta, Georgia 30303	404-527-7200	http://www.unitedwayatlanta.org Nora Plehn nplehn@unitedwayatlanta.org
Easter Seals Inc 233 South Wacker Drive Suite 2400 Chicago, IL 60606	800-221-6827	http://www.easterseals.com
<ul style="list-style-type: none"> Dublin-Ga Albany-Ga Augusta-GA 	478-275-8850 229-439-7061	Ralph Donaldson rdonaldson@mgesus tcooper@swga-easterseals.org Sheila Thomas info@esga.org
Hire Patriots.com P.O. Box 2461 Bear City, CA 92314	760-730-3734	http://hirepatriots Job Board Menu/ Post a Job hirepatriots@gmail.com
University of Georgia Human Resources (UGA Job Posting - iPaws) 215 S. Jackson Street Athens, GA 30602	706-542-2222	www.hr.uga.edu
Mercer University (Bearlink) Job Site http://studentaffairs.mercer.edu/careerservices/bearlink.cfm		
Society of Broadcast Engineers 9102 North Meridian Street, Suite 150 Indianapolis, IN 46260 Phone: (317) 846-9000	SBE Job Line http://www.sbe.org/sections/jl_submit.php	

Address	Phone Number	Contact
Public Radio Program Directors Association 38 Milford Street Hamilton, NY 13346	315-824-8226 info@prpd.org	
National Association of Black Journalists	(866) 964-2765 x2718	http://careerservices.nabj.org/ Stephanie McGee NABJ jobs Online Advisor Stephanie.mcgee@boxwoodtech.com
Atlanta Association of Black Journalist		www.aabj.org/ aabjorg@yahoo.com
Eastern Region Public Media P.O. Box 615 Kensington, MD 20895	Georgette Bronfman Executive Director 301-961-0252 erpm@earthlink.net	
Philanthropy Journal	http://www.philanthropyjournal.org/jobs/post-job 800-853-0801 919-515-0273	
NAACP Atlanta 2001 Martin Luther King Drive Atlanta, Ga. 30310	404-756-5447	naacpatlanta@yahoo.com
Association of Fundraising Professionals AFP Board of Directors	http://afpatlanta.afpnet.org AFP Job Center	