

**WQED MULTIMEDIA**  
**Annual EEO Public File Report**  
**April 1, 2023 – March 31, 2024**

This report covers the employment unit consisting of Stations WQED(TV), WQED-FM, Pittsburgh, Pennsylvania, and WQEJ(FM), Johnstown, Pennsylvania. It includes a list of all full-time vacancies filled by the employment unit during the preceding year, identified by job title. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification, which are separately identified), identified by name, address, contact person, and telephone number, the recruitment source that referred the hiree for each full-time vacancy during the preceding year, data reflecting the total number of persons interviewed for full-time vacancies during the preceding year, the total number of interviewees referred by each recruitment source utilized in connection with such vacancies, and a list and brief description of recruitment initiatives undertaken during the preceding year.

**RECRUITMENT REPORT**

WQED Multimedia is an equal opportunity employer and is dedicated to providing broad outreach regarding job vacancies. We seek the help of local organizations in referring qualified applicants to our station; therefore organizations that wish to receive our vacancy information should contact the Human Resources Department at WQED Multimedia by calling (412) 622-1317.

WQED Multimedia posted and filled the following full-time vacancies from April 1, 2023 through March 31, 2024. For purposes of this Report, a position was deemed filled when the hire who has accepted the job offer reports for work. Also, in an ongoing effort to seek qualified Sales & Underwriting Department candidates, we list yearlong postings for all Account Executives/Representative positions on our website at [www.wqed.org](http://www.wqed.org).

<b>Position</b>	<b>Hire Date</b>	<b>Recruitment Sources* and Number of Interviewees Referred by Recruitment Source</b>	<b>Number Interviewed</b>	<b>Hiring Source</b>
Managing Director of Engineering and Technology	4-27-23	A1, A2, A3, A8, B (2), C6, K5 (1), K6, K9, K10, K15 (1)	4	K15
Web Developer	6-20-23	A1, A2, A3, C6, K5(3), K7, K9, K10, K11, K12(2), K13(1)	6	K5

<b>Position</b>	<b>Hire Date</b>	<b>Recruitment Sources* and Number of Interviewees Referred by Recruitment Source</b>	<b>Number Interviewed</b>	<b>Hiring Source</b>
Production Manager/Content Producer	6-12-23	A1, A2, A3, B(1), C6, K5(2), K7, K9, K10,	3	B
^President & CEO	6-29-23	K18(8)	8	K18
Donor Relations Specialist	7-18-23	A1, A2, A3, C6, K5(3), K7, K9, K10,	3	K5
Finance Director	9-18-23	A1, A2, A3, B(1), C6, K5(2), K7, K9, K10,	3	K5
Digitization Project Manager	9-18-23	A1, A2, A3, B(1), C6, K5(1), K7, K9, K10, K14(2)	4	B
Project Coordinator	9-18-23	A1, A2, A3, B, C6, K5, K6(8), K7, K9, K10	8	K6
WQED-FM Producer	1-22-24	A1(2), A2, A3, B (3), C6, K5, K6 (1), K7, K9, K10	6	B
Head of People and Talent Operations	2-26-24	A1, A2, A3, K5(6), K6(3), K7, K10, K16, K17, K18	9	K6
Administrative Assistant	3-11-24	A1, A2, A3, K5(13), K6, K7, K10	13	K5
Head of Partnership Solutions	3-20-24	A1, A2, A3, K5(7), K6(9), K7, K10, K16, K17, K18	16	K5
Administrative Assistant	3-25-24	A1, A2, A3, K5(13), K6, K7, K10	13	K5

**\*Recruitment Source codes of Contact Organizations: Excel Spreadsheet**

*^This position was not posted to the job bank of the Pennsylvania Association of Broadcasters.*

### **RECRUITMENT INITIATIVES**

#### **1. INTERNSHIP PROGRAM**

WQED Multimedia provides unpaid internships to college students in areas of Development and Membership, Digital Media Production, Education, Public Relations, FM Radio, and TV Production, both during the school year and the summer. We strive to provide one of the top multimedia internship programs in the region and to ensure that every intern has a positive experience with meaningful activities and tasks that are relevant and real. In order to seek qualified candidates for internships, WQED lists yearlong postings available for students to apply on the WQED website at [www.wqed.org](http://www.wqed.org) as well as sending announcements to

educational institutions listed on the recruiting sources listed. During the past year we have had 5 interns.

2. PARTICIPATION IN JOB FAIRS

During this reporting period WQED has been represented at 1 job fair:

- Katie Winter, Foundations Manager represented WQED at the CMU Public Service Career Fair - Wednesday, August 30, 2023.

3. LISTING EACH UPPER-MANAGEMENT LEVEL OPENING IN A JOB BANK OR NEWSLETTER OF A MEDIA TRADE GROUP WITH A BROAD BASED MEMBERSHIP, INCLUDING THE PARTICIPATION OF WOMEN AND MINORITIES.

During the period 4/1/23 - 3/31/24, WQED has posted all upper management level openings to the job bank of the Pennsylvania Association of Broadcasters.

4. PROVIDED TRAINING TO MANAGEMENT LEVEL PERSONNEL AS TO THE PREVENTION OF DISCRIMINATION IN THE WORKPLACE.

An on-line training for management level personnel was completed by all employees by September 30, 2023. The title of the training was, "Online Harassment and Bias Prevention Training Provided by CPB".

**Recruitment Sources**

Source Codes	Organization	Account #	Contact Person	Address	City	State	Zip	Phone	Fax	Email Address
A1	WQED Multimedia		WQED Human Resources Department, wqed.org/about/careers	4802 Fifth Avenue	Pittsburgh	PA	15213	412-622-1300		<a href="http://www.wqed.org">www.wqed.org</a>
A2	Pennsylvania Association of Broadcasters		None	805 Paxson Street	Hummelstown	PA	17036	717-482-4820		<a href="http://www.pab.org/job_board.html/gponti@pab.org">http://www.pab.org/job_board.html/gponti@pab.org</a>
A3	African American Chamber of Commerce		None	30th South Fifth Street, Ground Floor	Philadelphia	PA	19102	215-751-9501	(215) 751-9509	<a href="mailto:info@aachamber.org">info@aachamber.org</a>
A8	Current(newspaper about public tv and radio)		Victoria Maulhardt	5185 MacArthur Blvd., NW Suite 102	Washington	DC	20006	202-463-7055 x36		<a href="mailto:victoria@current.org">victoria@current.org</a>
B	Industry/Employee Referral (Includes Intern Referrals)									
B1	Non Profit Talent		Dawn Copp	20 Stanwix Street	Pittsburgh	PA	15222	412-434-1335		<a href="mailto:Michelle@Nonprofitalent.com">Michelle@Nonprofitalent.com</a>
C	Internal Candidate									
C6	PA Careerlink		Team PA Careerlink	914 Penn Avenue, 6th Fl.	Pittsburgh	PA	15222	412-248-5627		<a href="http://www.pacareerlink.state.pa.us">www.pacareerlink.state.pa.us</a>
K5	Indeed.com *this website republishes job openings from other online sites and some applicants for our positions cite indeed as the referral source		None	Indeed Tower, 200 West 6th Street, Floor 36	Austin	TX	78701			<a href="http://www.indeed.com">www.indeed.com</a>
K6	LinkedIn.com *this website republishes job openings from other online sites and some applicants for our positions cite LinkedIn as the referral source		None	1000 W Maude Avenue	Sunnyvale	CA	94085			<a href="http://www.linkedin.com">www.linkedin.com</a>
K7	NextPittsburgh.com		None	223 Fourth Avenue	Pittsburgh	PA	15222	412-701-1718		<a href="http://www.nextpittsburgh.com">www.nextpittsburgh.com</a>
K8	Association of Fundraising Professionals Western PA Chapter		None	PO Box 9701	Pittsburgh	PA	15229			<a href="http://www.afwpapa.org/home">www.afwpapa.org/home</a>
K9	Public Media Workforce Collaborative * This is a network of Public Media Stations that share job openings with one another. They include Pittsburgh (WQED), Cleveland (ideastream), Detroit Public Media and Buffalo-Toronto Public Media		Jason Argenas @ WQED	4802 Fifth Avenue	Pittsburgh	PA	15213	412-622-1372		
K10	Facebook.com * We post social media ads for job postings.		None	1 Hacker Way	Menlo Park	CA	94025	650-853-1300		<a href="http://www.facebook.com">www.facebook.com</a>
K11	Handshake		None	225 Bush Street	San Francisco	CA	94104			<a href="http://www.handshake.com">www.handshake.com</a>