

WVII-TV, WFVX-LD
EEO Public File Report Form
December 1, 2013 – November 30, 2014

I. VACANCY LIST

See Master Recruitment Source List (MRSL) for recruitment source data

JOB TITLE	RECRITMENT SOURCES (RS) Used to Fill Vacancy	RS Referring Hiree
Account Executive	1,2,5,7,8,9,10,11,12,13,14,15,16,17,19	17
Account Executive	1,2,5,6,7,8,9,10,11,12,13,14,15,16,17,19	17
Account Executive	1,2,5,7,8,9,10,11,12,13,14,15,16,19	19
Master Control Operator	1,2,5,6,7,8,9,10,11,12,13,14,15,16,19	16
General Assignment Reporter	1,2,4,5,6,7,8,9,10,11,12,13,14,15,16,19	4
Assistant News Director	1,2,5,6,7,8,9,10,11,12,13,14,15,16,19	2
Reporter/Photographer	1,2,5,6,7,8,9,10,11,12,13,14,15,16,19	2
Reporter/Photographer	1,2,4,5,7,8,9,10,11,12,13,14,15,16,19	4
Reporter/Photographer	1,2,4,5,7,8,9,10,11,12,13,14,15,16,19	4
Director	1,2,5,6,7,8,9,10,11,12,13,14,15,16,19	1

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source entitled to vacancy notification? (Yes/No)	No. of Interviewees Referred by RS Over 12- month Period
1	In-House Posting: 371 Target Industrial Circle Bangor, ME 04401	N	6
2	Employee Referrals	N	4
3	Classified Dept. Bangor Daily News 491 Main St. Bangor, ME 04401 207-990-8196	N	0
4	Mark Holloway tvjobs.com (all activity through Internet)	N	5
5	New England School of Communications One College Circle Bangor, ME 04401 207-947-6083	N	11
6	Classified Dept. Ellsworth American PO Box 509 Ellsworth, ME 04605 207-667-2576	N	15
7	Career Center 45 Oak St Bangor, ME 04401 1-888-828-0568	N	0
8	Zonta Club PO Box 1904 Bangor, ME 04401 207-945-5663	N	0

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9	Adonis Ferreira University of Maine Multicultural Student Affairs 5748 Memorial Union Orono, ME 04469- 5748 207-581-1405	N	0
10	Penobscot Indian Nation Career Development Center 5 River Road Old Town, ME 04468 207-827-7776, ext 325	N	0
11	Beal College 99 Farm Rd. Bangor, ME 04401 207-947-4591	N	0
12	Joanne Dauphinee Greater Bangor National Organization of Women 87 Sunset Strip Brewer, ME 04412 207-989-3306	N	0
13	Christine Cleckner Sanford Brown College Career Services 1345 Mendotta Heights Rd Mendota Heights, MN 55120	N	0
14	WJFW Elizabeth Evans P.O. Box 858 1400 S. Oneida Ave. Rhinelander, WI 54501	N	0
15	James Varner NAACP – Bangor Chapter 531 South Brunswick St Old Town, ME 04468	N	0

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16	Craigslist www.craigslist.com	N	17
17	JobsInME.com Attn: Heidi Sawyer 207-591-1220	N	0
18	Society of Broadcast Engineers 9102 N. Meridian Street Suite 150 Indianapolis, IN 46260 www.sbe.org	N	0
19	FoxBangor.com website	N	4
20	Maine Edge	N	0
Total Interviews Over a 12 Month Period			62

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship Program (#5)	<p>WVII and WFVX hosted 2 interns during the reporting period.</p> <p>Intern 1 – A student from New England School of Communications interned from 12/1/14 until 5/1/14. The student received credit towards their graduation. The student's responsibilities included helping out in production when needed; editing; running the teleprompter and filming if needed.</p> <p>Intern 2 – A student from New England School of Communications interned from 5/25/14 until 8/29/14. Said student received credit toward their graduation. The student's responsibilities included helping out in production when needed; editing; running the teleprompter and filming if needed.</p>
2	Training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination (#14)	<p>On Tuesday, November 18, 2014 the management staff attended a seminar whose purpose was to illuminate methods of ensuring equal opportunity and preventing discrimination in the workplace. The seminar was given by the head of the Maine Human Rights Coalition and former President of the Greater Bangor Area NAACP. The first issue covered was methods to reach hard-to-attract, under-represented groups for job openings. The seminar also covered common human physiology, which we all share, regardless of skin color or sexual preference. The speaker related first-hand stories of discrimination. It was made clear to all department managers that they have a proactive duty to immediately put an end to any discriminatory or disparaging comments made by any staff member, at any time, and afterward any incident was to be documented. This seminar was attending by the six people in the SEU responsible for hiring new employees.</p>
3	Staff Training (#8)	<p>The SEU a long track record of training entry-level employees so they may gain experience and later be promoted to positions of greater responsibility. For instance, all clerical people are trained to work as a sales assistant and to work in traffic, including teaching all methods and practices related to traffic. Likewise, our traffic person is given training in basics of accounting in order for them to be promoted to office manager. This includes tracking accounts receivable and bank deposits. Entry-level production assistants are often trained to be promoted to work the audio board, which is a supervisory position. Audio Technicians are trained to become directors of newscasts, supervising all on duty production staff. Finally, all news reporters are given training so they may become news anchors. This includes learning techniques for reading the teleprompter, ad-libbing, and live on set interviews.</p>