

WVII-TV, WFVX-LP
EEO PUBLIC FILE REPORT
December 1, 2016 – November 30, 2017¹

I. VACANCY LIST

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

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
General Assignment Reporter	1, 4-11, 13-15, 17, 19	4
Sales Associate	1, 4-6, 8-12, 17, 19	17
Reporter	1, 2, 4, 5, 7-11, 13-15, 17, 19	2
Sports Reporter	1, 4, 5, 7-11, 13-15, 17, 19	1
Production Assistant	1, 2, 4-6, 8-12, 17, 19	2
Sales	1, 2, 5, 7-11, 13-15, 17, 19	2
Technical Director	1, 4-6, 8-12, 17, 19	1
Account Executive	1, 4-6, 8-12, 17, 19	1
Administrative Assistant	1, 2, 5-11, 13-15, 17, 19, 21	1
Administrative Assistant	1, 2, 5-11, 13-15, 17, 19, 21	17

¹ This Report was revised in November 2018 to correct minor reporting issues.

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: WVII-TV Human Resources 371 Target Industrial Circle Bangor, ME 04401 207-945-6457	N	4
2	Referrals (Word of Mouth)	N	3
3	Classified Dept. Bangor Daily News 491 Main St. Bangor, ME 04401 207-990-8196	N	0
4	Mark Holloway tvjobs.com	N	10
5	New England School of Communications One College Circle Bangor, ME 04401 207-947-6083	N	2
6	Classified Dept. Ellsworth American PO Box 509 Ellsworth, Me 044605 207-667-2576	N	9
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

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
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 Sanfor Brown College Career Services 1345 Mendotta Heights Rd Mendota Heights, MN 55120	N	0
14	WJFW Elizabeth Evans PO Box 858 1400 S. Oneida Ave Rhineland, WI 54501	N	0
15	James Bvarner NAACP-Bangor Chapter 531 South Brunswick St Old Town, Me 04468	N	0
16	Craigslist www.craigslist.com	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS over 12-month period
17	JobsInME.com Attn: Heidi Sawyer 207-591-1220	N	13
18	Society of Broadcast Engineers 9102 N. Meridain Street Suite 150 Indianapolis, IN 46260 www.sbe.org	N	0
19	FoxBangor.com website	N	3
20	Maine Edge	N	0
21	Facebook	N	2
TOTAL INTERVIEWS OVER 12-MONTH PERIOD			46

III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Internship Program	<p>WVII and WFVX hosted five interns during the reporting period, as follows:</p> <p>Intern 1 - a student from EMCC interned in our promotions/production department from February 2017 through May 2017. The student's responsibilities included editing systems and running cameras during news casts.</p> <p>Intern 2 - a student from Husson University interned in our promotions/production department from May 2017 through August 2017. The student's responsibilities included editing systems and running cameras during news casts.</p> <p>Intern 3 - a student from Emerson College interned in our news department from May 2017-July 2017. The student's responsibilities included handling public phone calls, writing news stories, and editing video.</p> <p>Intern 4 - a student from Husson University interned in our news dept, from September 2017-November 2017. The student's responsibilities included handling public phone calls, writing news stories, and editing video.</p> <p>Intern 5 - a student from Husson University interned in our sports department. The student's responsibilities included shooting and editing video and writing stories.</p> <p>All interns were supervised by members of the department in which they interned.</p>
2	Establish training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions	<p>We have a long track record of training entry- and mid-level employees so they may gain experience and later be promoted to positions of greater responsibility.</p> <p>For example, during this reporting period,</p>

	<p>members of our clerical staff were trained to work as sales assistants and in our traffic department. Likewise, our traffic manager was trained in the basics of accounting, a prerequisite for the position of office manager. In addition, entry-level production assistants who show promise were trained to work the audio board, which is a supervisory position. Audio technicians received training to become directors and news reporters received training so they may become news anchors (which included learning techniques for reading the teleprompter, ad-libing, and conducting live, on-set interviews).</p>
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