

WVII-TV, WFVX-LP
EEO PUBLIC FILE REPORT
December 1, 2016 – November 30, 2017

I. VACANCY LIST

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

Job Title	Recruitment Sources (RS) Used to Fill Vacancy [In this column, please fill in the numbers of all the sources used to fill the vacancy. Please note that the FCC asks you to identify the sources used (or contacted) for the vacancy, not just sources that produced interviewees. The numbers you will fill in for this column correspond to the numbers assigned to your recruitment sources in Part II.]	RS Referring Hiree
General Assignment Reporter	1,4-11,13-15,17,19	4
Sales Associate	1,4,5,6,8-12,17,19	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	1,2,4,5,6,8-12,17,19	2
Sales	1,2,5,7-11,13-15,17,19	2
Technical Director	1,4,5,6,8-12,17,19	1
Account Executive	1,4,5,6,8-12,17,19	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

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II. MASTER RECRUITMENT SOURCE LIST (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No) [Please verify the accuracy of this column. You should answer NO unless the source has specifically requested that you notify it of your vacancies. If the source has made a specific request, you are required to honor that request, and you must answer YES in this column.]	No. of Interviewees Referred by RS over 12-month period
1	In-House Posting: WVH-TV Human Resources 371 Target Industrial Circle Bangor, ME 04401 207-945-6457	N	1
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 (all activity through Internet)	N	10
5	New England School of Communications One College Circle Bangor, ME 04401 207-947-6083	N	2

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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
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

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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

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16	Craigslist www.craigslist.com	N	0
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			43

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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 five interns during the reporting period. Intern 1-a student from EMCC was with our company, within the promotions/production dept, from February 2017 through May 2017. The student's responsibilities included editing systems, running camera's during news cast. Said student received class credit towards graduation. Interns 2 student from Husson University was with our company from May 2017 through August 2017, The student's responsibilities included editing systems, running camera's during news cast. Said student received class credit towards graduation. Intern 3-a student from Emerson College was with our company, within the news dept, from May 2017-July 2017. The students responsibilities included handling public phone calls, writing news stories and editing video. Said student received class credit towards graduation. Intern 4-a student from Husson University was with our company, within the news dept, from September 2017-November 2017. The students responsibilities included handling public phone calls, writing news stories and editing video. Said student received class credit towards graduation. Intern 5-a student from Husson University was within the sports department of our news room. Said student shot and edited video as well as wrote stories. Said student received class credit towards graduation.</p>
2	Staff training #8	<p>We have a long track record of training entry level and mid level employees so they may gain experience and later be promoted to positions of greater responsibility. For instance, all clerical workers are trained to work as a sales assistant and are also trained to</p>

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		<p>work in traffic. This includes teaching all methods and practices related to the traffic managers job. Likewise, our traffic manager is always given training in the basics of accounting in order for them to assume the position of office manager. This includes tracking accounts receivables and payable. This year the Admin Asst was promoted to Sales Assistant. Entry level production assistants, who show promise, are always trained to work the audio board, which is a supervisory position. Audio technicians are trained to become directors, supervising all production staff. All four of our current directors have advanced through this program. 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>
3		
4		

Recruitment Initiatives Menu Selections

1. Participate in at least four job fairs. Station personnel who have substantial responsibility in making hiring decisions must be involved in such activities.
2. Host at least one job fair.
3. Co-sponsor at least one job fair with organizations in the business and professional community whose membership includes substantial participation of women and minorities.
4. Participate in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops, and similar activities.
5. Establish an internship program designed to assist members of the community to acquire skills needed for broadcast employment.
6. Participate in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., that are not primarily directed to providing notification of specific job vacancies).
7. Participate in scholarship programs designed to assist students interested in pursuing a career in broadcasting.
8. Establish training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.
9. Establish a mentoring program for station personnel.
10. Participate in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.
11. Sponsor at least two events in the community designed to inform and educate members of the public as to employment opportunities in broadcasting.
12. List each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities.
13. Assist unaffiliated non-profit entities in maintaining web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting.
14. Provide training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.
15. Provide training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions.
16. Participate in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.