

# EEO Public File Report

**Arkansas Educational Television Network (AETN)**

**February 1, 2018 – January 31, 2019**

## Full-Time Positions Filled

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
1	Procurement Coordinator	10/15/17	01/02/18	AETN Internal Electronic Bulletin Board		
				Personal Contact	1	1
				AETN.org		
				Arkansas Democrat-Gazette		
				Arstatejobs	3	
				Log Cabin Democrat		
				PBS		
				WEB		
1	Administrative Specialist	11/02/17	01/08/18	AETN Internal Electronic Bulletin Board		
				AETN.org	1	
				Arkansas Democrat-Gazette		
				Arstatejobs		
				Jonesboro Sun		
				PBS		
				Personal Contact		
				WEB	2	1

1	Education & Instruction Manager	2/16/18	3/12/18	AETN.org		
	(Internal Advertising)			Arkansas Internal Electronic Bulletin Board	1	1
				Arkansas Democrat-Gazette		
				Arstate jobs		
				Personal Contact		
				WEB (Indeed)		
1	Television Producer	2/28/18	4/30/18	AETN Internal Electronic Bulletin Board	1	1
				Arkansas Democrat Gazette		
				AETN.org		
				Ark State Jobs Website	1	
				Log Cabin Democrat		
				PBS Express		
				Personal Contact		
1	Education & Instruction Specialist	2/28/18	5/20/18	Arkansas Democrat Gazette		
				AETN.org		
				Ark State Jobs Website	2	1
				Log Cabin Democrat		
				Indeed		
				Personal Contact	1	
				Linked In	1	
1	Education & Instruction Specialist.	2/18/18	6/4/18	AETN Internal Electronic Bulletin Board		

				Arkansas Democrat Gazette		
				AETN.org		
				AR State Jobs Website	2	
				Log Cabin Democrat		
				Personal Contact	1	1
				Linked In	1	
1	Associate Director.	3/15/18	8/13/18	AETN Internal Electronic Bulletin Board		
				Arkansas Democrat Gazette		
				AETN.org		
				AR State Jobs Website		
				Log Cabin Democrat		
				PBS Express		
				Personal Contact		
				WEB	3	1
1	Education & Instruction Specialist	7/3/18	10/8/18	AETN Internal Electronic Bulletin Board		
				Arkansas Democrat Gazette		
				AETN.org		
				AR State Jobs Website		
				Log Cabin Democrat		
				PBS Express		
				Personal Contact	1	1
				Indeed	1	
8	TOTALS				23	8

**Prong 3 Longer-Term Recruitment Initiatives  
Implemented During Previous Year**

<b>No.</b>	<b>Date</b>	<b>Initiative</b>	<b>Description</b>	<b>Scope of Involvement</b>	<b>Personnel Involved</b>
1	March 7, 2018	UAPB	Spring Career Fair in Pine Bluff. Expose college students to the broadcasting environment.	Spoke to approximately 29 students interested in broadcasting. Also discussed Internship and Volunteer opportunities at AETN.	Karen Walker, Education & Instruction Manager Wendy Robinson, Education & Instruction Specialist
2	SEPTEMBER 18, 2018	ATU	Career & Internship Fair. Expose students to Education opportunities.	Spoke to approximately 9 students interested in media, education and broadcast careers.	Jennifer Killough, Human Resources Representative

2	On-Going	Participate in Job Fairs	Continuing to participate in job fairs by station personnel who have substantial responsibility in making hiring decisions.	Educate & recruit students in all areas of television for positions within our agency.	All levels, station-wide
3	On-Going	Establishment of an Internship Program	Continuing to accept students into this program which is designed to develop broadcast employment skills.	Educate & recruit students in all areas of television and support activities for college credit.	All levels, station-wide
4	On-Going	Establishment of a Mentoring Program	Continuation of the Mentoring Program for each new employee at AETN.	Mentors are selected by the Executive Director or Associate Director for new personnel. Assigned mentors are peers from all divisions.	All levels, station-wide
5	On-Going	Establishment of Training Programs	Offer continuous training to AETN Staff through the Inter-Agency Training Program (IATP) & On-Site Training Opportunities.	Training needs are defined by state and agency policy for eligible employees to be promoted.	All levels, station-wide