

EEO Public File Report

Arkansas Educational Television Network (AETN)

February 1, 2010 – January 31, 2011

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	Education & Instruction Specialist	9/24/09	1/15/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	4	1
				Arkansas Democrat Gazette	1	
				AETN.org		
1	Administrative Services Manager	2/4/10	3/17/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	2	
				Arkansas Democrat Gazette	1	
				AETN.org	1	1
1	TV Producer	1/28/10	3/29/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	2	1
				AETN.org	1	
				Personal Contact		

1	Education & Instruction Specialist	12/1/09	4/12/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	9	1
				Arkansas Democrat Gazette	1	
				AETN.org	1	
1	Assistant Personnel Manager	4/14/10	4/29/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	2	
				Arkansas Democrat Gazette		
				AETN.org	1	1
1	Education & Instruction Coordinator	2/25/10	5/13/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	3	
				Arkansas Democrat Gazette	1	1
				AETN.org	1	
1	Education & Instruction Manager	1/28/10	5/28/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	3	1
				Arkansas Democrat Gazette		
				AETN.org		

1	Volunteer Services Coordinator	1/29/10	3/7/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AETN.org		
				Arkansas Democrat Gazette	2	1
				Personal Contact	1	
				Unknown	1	
1	Broadcast Production Specialist	1/28/10	4/19/10	AETN Internal Electronic Bulletin Board		
				PBS Express		
				AR State Jobs Website	1	
				AETN.org	1	1
				Arkansas Democrat Gazette	1	
				Broadcast Engineering Magazine		
1	Administrative Analyst	5/11/10	6/8/10	AETN Internal Electronic Bulletin Board		
				AR State Jobs Website	2	
				Arkansas Democrat Gazette		
				AETN.org	1	1
				PBS Express		
2	Education & Instruction Specialist	6/9/10	8/3/10	AETN Internal Electronic Bulletin Board		
				AR State Jobs Website	5	1
				Arkansas Democrat Gazette	2	1
				AETN.org	1	
				PBS Express		

1	Payroll & Benefits Supervisor	9/29/10	10/14/10	AETN Internal Electronic Bulletin Board		
				AR State Jobs Website	2	
				Arkansas Democrat Gazette		
				AETN.org	1	1
				PBS Express		
1	Administrative Specialist	9/29/10	11/29/10	AETN Internal Electronic Bulletin Board	1	1
				AR State Jobs Website	2	
				Arkansas Democrat Gazette		
				AETN.org		
				PBS Express		
1	Information Systems Coordination Specialist	6/17/10	12/01/10	AETN Internal Electronic Bulletin Board		
				AR State Jobs Website	5	1
				Arkansas Democrat Gazette		
				AETN.org		
				PBS Express		
1	Education & Instruction Specialist	9/17/10	1/12/11	AETN Internal Electronic Bulletin Board		
				AR State Jobs Website		
				Arkansas Democrat Gazette	1	
				AETN.org	2	1
				PBS Express		

1	Education & Instruction Specialist	9/22/10	1/19/11	AETN Internal Electronic Bulletin Board		
				AR State Jobs Website	10	
				Arkansas Democrat Gazette	1	
				AETN.org	2	1
				PBS Express		
<u>TOTALS</u>						
17					79	17

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 Deputy 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

**Arkansas Educational Television Commission
Recruitment Source Addresses**

Arkansas Democrat-Gazette

Advertising Department Manager
121 E. Capitol
Little Rock, AR 72201
Phone: 501-378-3400

Arkansas Times

Advertising Department Manger
P.O. Box 34010
Little Rock, AR 72203
Phone: 501-375-2985

Log Cabin Democrat

Advertising Department Manager
1058 Front St.
Conway, AR 72032
Phone: 501-327-2727

Southwest Times Record

Advertising Department Manager
6129 Highway 271
Ft. Smith, AR 72098
Phone: 479-785-7744

Jonesboro Sun

Advertising Department Manager
518 Carson
Jonesboro, AR 72401
Phone: 870-935-5525

Pine Bluff Commercial

Advertising Department Manager
P.O. Box 6469
Pine Bluff, AR 71611
Phone: 870-534-3400

Broadcasting & Cable Magazine

Advertising Department Manager
360 Park Ave.
New York, NY 10010
onleads@reedbusiness.com
Phone: 781-734-8441

Times Herald

Advertising Department Manager
P.O. Box 1699
Forrest City, AR 72335-1699
Phone: 870-633-3130

Arkansas Workforce Services

Advertising Department Manager
P.O. Box 189
Conway, AR 72033
Phone: 501-730-9897

Arkansas State Jobs

Ben Ellis
1509 West Seventh
Little Rock, AR 72203-3278
www.arstatejobs.org

El Latino

Advertising Department Manager
201 E. Markham
Little Rock, AR 72203
Phone: 501-374-0853

Public Broadcasting System (PBS Express)

Advertising Department Manager
2100 Crystal Dr.
Arlington, VA 22202
Phone: 703-682-78500

Corporation for Public Broadcasting

Advertising Department Manager
401 Ninth St. NW
Washington, D.C. 20004-2129
Phone: 202-879-9600

Broadcast Engineering Magazine

Advertising Department Manager
P.O. Box 12901
Overland, KS 62682
800-896-9939

Arkansas Educational Television Network

350 S. Donaghey Ave.
Conway, AR 72034
www.aetn.org
501-682-2386