

**WWNY-TV/WNYF**  
**EEO Public File Report**  
**Job Vacancy Summary**  
**Period Covered February 1, 2017 to January 31, 2018**  
**(Revised 1/2019 for clarification)**

Job Vacancy and Recruitment Information

<b>Job Title</b>	<b>Date Filled</b>	<b>Recruitment Sources Used</b>	<b>Recruitment Source of Interviewees (#)</b>	<b>Recruitment source of hire</b>
Producer/editor/ingestor	3/1/17	9, 11, 12, 30, 33, 38, 39	30, 38, 39	39 – agent contact
Photojournalist	4/12/17	4, 6, 8, 9, 11, 12, 18, 19, 21, 23, 29, 30, 33, 34, 38, 40	12, 38, 40	40 – St. Bonaventure
Photojournalist	9/28/17	4, 6, 8, 9, 11, 12, 18, 19, 21, 23, 29, 30, 33, 34, 38, 40	12, 38, 40	12 – WWNY website
St. Lawrence County Bureau Chief	3/9/17	4, 6, 8, 9, 11, 12, 18, 19, 21, 23, 29, 30, 33, 34, 38, 40	38	38 – Journalism Jobs
Business Manager	11/16/17	9, 10, 11, 12, 14, 20, 30, 33, 41	14	14 – employee referral
Photojournalist	11/29/17	4, 8, 9, 11, 12, 18, 19, 21, 23, 29, 30, 33, 38	19, 30, 38	30 – Indeed.com
Weather Anchor	4/21/17	5, 6, 18,	5, 6, 18	18 – SUNY Oswego
Morning/Noon anchor/ Producer	5/22/17	12, 38, 39	12, 38, 39	39 – Agent contact

Master Control Operator	12/5/17	11, 12, 15, 30, 33	15, 30	15 – Walk in
Master Control Operator	5/19/17	11, 12, 14, 15, 30, 33	12, 14, 15	15 – Walk in
Engineer	Still open	5,8, 9, 11, 12, 30		
Business Assistant	12/22/17	11, 12, 15, 20, 30, 33, 41	15, 30	30 – Indeed.com
Regional Sales Manager	8/14/17	8, 9, 12, 30, 33, 36, 37, 42	42	42 – Media Staffing Network

Total number of interviewees and number of interviewees referred by each recruitment source

Recruitment Sources	Total Number of Interviews
Employee referral	1
WWNY Website (wwnytv.com)	4
Journalism Jobs.com	5
Indeed.com	4
Agent Contacts	2
St. Bonaventure University	2
Syracuse University	1
TV Jobs.com	1
Penn State University	1
Walk Ins	2
RIT Intern	1
Media Staffing Network	9
Total Interviewees	33

## Recruitment Resource Table

#	Name	Address	Contact	Phone	Full Time Vacancy Notification
1.	Jefferson Community College Career Placement Services	1220 Coffeen St., Watertown, NY 13601	Michelle Gefell , Exec. Dir.	786-2269	*
2.	SUNY College of Tech Career Services	Cornell Drive, FOB 232, Canton, NY 13617	Joel Bixby, Exec. Dir.	386-7119	*
3.	SUNY Potsdam Career Planning Center	128 Sisson Hall, Potsdam, NY 13676	Karen Ham, Exe. Dir.	267-2339	*
4.	St. Lawrence University Career Planning Center	Canton, NY 13617	Kathy Archibald, Exec. Dir.	229-5906	*
5.	TVJobs.Com (DBA Broadcast Employment Services)	PO Box 4116, Oceanside, CA 92052-4116	Mark C. Holloway, CEO	877-988-9808	*
6.	Penn State	<a href="mailto:jlm156@psu.edu">jlm156@psu.edu</a>			*
7.	NAB	<a href="http://www.nab.org">www.nab.org</a>			*
8.	NYS Broadcasters	<a href="http://www.nysbroadcastersassn.org">www.nysbroadcastersassn.org</a>	<a href="mailto:Sandy@nysbroadcasters.org">Sandy@nysbroadcasters.org</a>		*
9.	Watertown Daily Times	260 Washington St., Watertown, NY 13601	Classifieds Desk	315-782-0400	*
10.	Syracuse Post Standard	PO Box 4915, One Clinton Sq., Syracuse, NY 13221-4915	Classifieds Desk	315-470-0032	*
11.	Internal posting/Ultipro				*
12.	WWNY Website/Facebook/Linkdin	<a href="http://www.wwnytv.com">www.wwnytv.com</a>			*
13.	WWNY-TV/WNYF-TV On-air advertising				*
14.	Employee Referral				*
15.	Walk in applicants				*
16.	Radio Television News Directors Association	<a href="http://www.rtna.org">www.rtna.org</a>			*
17.	Media Line	<a href="http://www.medialine.com">www.medialine.com</a>			*
18.	SUNY Oswego – Career Services	606 Culkin Hall, Oswego, NY 13126	Bob Casper	315-312-2255	*
19.	Syracuse University	<a href="mailto:belichti@syr.edu">belichti@syr.edu</a> Syracuse, NY 13244	Bridget Lichtinger	315-443-1913	*
20.	Greater Watertown North Country Chamber of Commerce Job and Career Expo	<a href="mailto:events@watertownny.com">events@watertownny.com</a> , GWNC Chamber of Commerce, 1241 Coffeen St., Watertown, NY 13601	Michelle Farrell	315-788-4400	*

21.	Ithaca College	<a href="http://www.ithaca.edu/careers">www.ithaca.edu/careers</a>	John Fracchia	607-274-1687	*
22.	Cayuga Community College	w3.cayuga-cc.edu/cayugaconnect/			*
23.	SUNY Plattsburgh	805 Kehoe Admin Building, 101 Broad St., Plattsburgh, NY 12901		518-564-2071	*
24.	Clarkson University	<a href="http://www.clarkson.edu">www.clarkson.edu</a>	Margo Johnston	315-268-3858	*
25.	Herkimer Community College	<a href="http://www.collegecentral.com/herkimer/">www.collegecentral.com/herkimer/</a>			*
26.	7NEWS Sales Team Facebook page				*
27.	7NEWS Facebook page				*
28.	University of Missouri	<a href="http://www.HireMizzouTigers.com">www.HireMizzouTigers.com</a>			*
29.	University of Maryland	<a href="mailto:aflynn1@UMD.edu">aflynn1@UMD.edu</a> , 3105A Knight Hall, College Park, MD 20742	Adrienne Flynn	301-405-7247	*
30.	Indeed.com	www.indeed.com			*
31.	NAB – Broadcast Career Link	Boxwoodtech.com		888-491-8833 ex. 1748	*
32.	TVNewscheckMedia	238 Crosshill Road, Wynnewood, PA 19096	Phil Kirk <a href="http://www.mediajobcenter.com">www.mediajobcenter.com</a>		*
33.	UltiPro	<a href="https://ew11.ultipro.com">https://ew11.ultipro.com</a>			*
34.	Central New York Recruiting Consortium	<a href="http://www.collegecentral.com/cnyrc">www.collegecentral.com/cnyrc</a>		<a href="mailto:mail@collegecentral.com">mail@collegecentral.com</a>	*
35.	The Pennsylvania State University	The College of Communications, 208-D Carnegie Building, University Park, PA 16802	Bob Martin, Assistant Dean, Office of Internships and Career Placement	814-863-4674, <a href="mailto:rpm163@psu.edu">rpm163@psu.edu</a>	*
36.	Craigslist Watertown	<a href="http://www.craigslist.com">www.craigslist.com</a>			*
37.	Craigslist Syracuse	www.craigslist.com			*
38.	Journalism Jobs.com	<a href="http://www.journalismjobs.com">www.journalismjobs.com</a>		510-508-7386	*
39.	Agent Contact				*
40.	St. Bonaventure University	Personal contact at university			*
41.	NYS Dept of Labor	www.Labor.ny.gov		518-457-9000	*

42.	Media Staffing Network	www.Mediastaffingnetwork.com	Patricia Kincaid	602-971-9382	*
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\* To the knowledge of United Communications Corp WWNY TV/WNYF, the above noted sources do not require notification of any fulltime vacancies.

Employment Outreach Initiatives

	<b>Recruitment Initiative</b>	<b>Brief Description of Activity</b>
1	Career Jam at Watertown Fairgrounds Arena and Agricultural Hall - May 18, 2017	Career Jam is a one day hands-on career exploration event for 8 <sup>th</sup> grade students from school districts in Jefferson and Lewis counties. The event is designed to highlight 16 different career clusters in our area. Local businesses from each career cluster presented hands-on activities that engaged students to help them explore different careers and areas of study.
2	Workforce 2020 at Watertown International Airport – November 15, 2017	The Watertown International Airport hosted a career day for high school seniors throughout the region sponsored by the Greater Watertown North Country Chamber of commerce. WWNY managers met with students to conduct interviews and provide them with feedback as well as valuable information about how to prepare for the career they seek
3	Internship for student from SUNY Oswego Jan – May 2017	WWNY/WNYF/MeTV North Country participated in a news internship program with SUNY Oswego. The student observed and helped our news reporters as well as some production staff. Activities included video editing, shooting graphic development with Adobe Photoshop and After Effects, music selection, cg creation, and video clip conversion.

4	Job shadowing with Patrick Malowski – August 2017	WWNY hosted a job shadowing event, sponsored by Literacy of NNY. That involved a participant to shadow a WWNY employee of the newsroom. Activities included observing editorial meetings, studio tour, newsgathering and production processes and observing a newscast.
5	Station Tours	Tours for school and community groups are regularly scheduled. As part of the tour News and Production personnel will talk to participants about broadcasting careers.
6	Job Shadowing with Joe LaPlante – January 2018	WWNY hosted a job shadowing event, sponsored by Lowville Academy. That involved a participant to shadow a WWNY employee of the newsroom. Activities included observing editorial meetings, studio tour, newsgathering and production processes and observing a newscast.
7	Career Day with Craig Thornton – March 24, 2017	Indian River Central School District sponsored a one day event that allowed Craig Thornton, WWNY Production Manager and Arts & Entertainment Editor to speak to 3 classes at the school discussing his work at WWNY TV. 25 minute sessions took place with question and answer time after each session.