

WLBT
EEO PUBLIC FILE REPORT
February 1, 2019 – January 31, 2020

I. VACANCY LIST

See Section II, the “Master Recruitment Source List” (“MRSL”) for recruitment source data

Job Title	Recruitment Sources (“RS”) Used to Fill Vacancy	RS Referring Hire
Account Executive	1-17, 18, 21, 22, 25, 28, 29, 30, 31, 33, 34, 36, 38, 44, 46	44
Media Graphic Designer	1-17, 18, 21, 22, 25, 28, 29, 30, 31, 33, 34, 36, 38, 44, 46	33
Project Success Specialist	1-17, 18, 21, 22, 25, 28, 29, 31, 33, 34, 36, 38, 40, 44, 46	40
MMJ/Reporter	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	33
Associate News Producer	1-17, 18, 21, 22, 25, 28, 29, 30, 31, 33, 34, 36, 38, 40, 44, 46	40
Local Sales Manager	1-17, 18, 21, 22, 25, 28, 29, 33, 34, 36, 38, 40, 44, 46	40
Sports Reporter/MMJ	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	47
Account Executive	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	44
Creative Services Director	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	44
Associate News Producer	1-17, 18, 21, 22, 25, 28, 29, 33, 34, 36, 44, 46	4
News Producer	1-17, 18, 21, 22, 25, 28, 29, 33, 34, 36, 44, 46	33
News Assignment Manager	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	44
Business Office Coordinator	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	46
Marketing Producer	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	47
Digital Content Manager	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	47
Digital Sales Manager	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	47
Traffic Reporter	1-17, 21, 22, 25, 28, 29, 34, 36, 44, 46, 47	44

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II. MASTER RECRUITMENT SOURCE LIST (“MRSLS”)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Alcorn State University Career Placement Joey Mitchell P.O. Box 390 Lorman, MS 39096 jmitchell@alcorn.edu www.alcorn.edu 601-877-6342 PH 601-362-2333 FAX	No	
2	Antonelli College Carolyn Upkins 2323 Lakeland Drive Jackson, MS 39232 www.antonellicollege.edu 601-362-9991	No	
3	Belhaven College Career Center Camille 150 Peachtree St. Jackson, MS 39206 https://www.myinterfase.com/belhaven/employer 601-968-8990	No	
4	Hinds Community College Tim Crisler P.O. Box 1040 Utica, MS 39175 601-885-7071	No	2
5	Hinds Community College Career Center Joe Johnson P.O. Box 1100 Raymond, MS 39154 www.collegecentral.com/hindsec 601-857-3384	No	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
6	Holmes Community College Career Planning Pamela Fells P.O. Box 369 Goodman, MS 39079 662-472-2312 PH 662-472-9167 FAX	No	
7	Jackson State University Alisa Hughes 1400 Lynch Street Jackson, MS 39217 https://jsums-csm.symplicity.com/employers 601-979-2477	No	
8	Millsap's College Tonya Craft 1701 N. State Street Jackson, MS 39210 careercenter@millsaps.edu 601-974-1346	No	
9	Mississippi Association of Broadcasters 655 S. Pear Orchard Rd Suite 403 Ridgeland, MS 39157 www.msbroadcasters.org 601-957-9121 PH 601-957-9175 FAX	No	
10	Mississippi College Career Center Suzi Nyberg P.O. Box 4010 Clinton, MS 39058 http://mc-csm.symplicity.com 601-925-3909 FAX	No	
11	Mississippi State University www.career.msstate.edu	No	
12	Mississippi University for Women-Career Services 1100 College St. MUW 1624 Columbus, MS 39701 662-329-4750	No	
13	Mississippi Valley State University-Career Development 1400 Hwy 82 West Itta Bena, MS 38941 662-254-9041	No	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
14	Tougaloo College Career Planning Gladys Jones 500 West County Line Rd Jackson, MS 39174 601-977-7817	No	
15	University of Mississippi Career Center Jonathan Herrington www.myinterfase.com/olemiss/employer/home.aspx 662-915-7165	No	
16	University of Southern Mississippi Career Planning Tina Trigg SS Box 5014 Hattiesburg, MS 39406 www.myinterfase.com/usm/employer 601-266-4153	No	
17	William Carey College Brandon Wright WCU 181 498 Tuscan Avenue Hattiesburg, MS 39401 bwright@wmcarey.edu 601-318-6209	No	
18	Asian American Journalists Association www.aaaja.org	No	
19	Broadcast Engineering Julie Dahlstrom www.broadcastengineering.com 312-840-8436	No	
20	Clarion Ledger Career Builder www.careerbuilder.com	No	
21	Collective Talent bille@michaelsmedia.com	No	
22	Department of Veteran's Affairs Vocational Rehabilitation & Employment Jennifer Armwood jennifer.armwood@va.gov	No	
23	Mississippi Association of Broadcaster (MAB) Day	No	1
24	Mississippi College Career Fair	No	
25	Graeme Newell Marketing Ideanet Sandy Lizik slizik@602communications.com	No	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
26	Jackson WIN Job Center Patricia Martin P.O. Box 12410 Jackson, MS 39236 601-321-7967 FAX	No	
27	Linkedin www.linkedin.com	No	2
28	Media Line Mark Shilstone P.O. Box 519069 Pacific Grove, CA 93950 medialine@medialine.com	No	
29	Media Match www.media-match.com/usa 323-284-5589	No	
30	National Association of Hispanic Journalist www.nahjcareercenter.com	No	1
31	Native American Journalists Association Debra Valentino rebeccalandsberry@naja.com	No	
32	Raycom Web Site (Website shutdown in 03/2019. Replaced with Gray TV Career site) www.raycommedia.icims.com	No	8
34	Sanford Brown College www.sanfordbrown.optimalresume.com	No	
35	Spot 'n dots www.spotsndots.com	No	
36	TV Jobs.com Mark Holloway admin@tvjobs.com	No	
37	TV News Check www.mediajobcenter.com	No	
38	TVB.org www.tvjobs.tvb.org	No	
39	Well Dunne Talent Kate Bacon kate@welldunnetalent.com www.blog.welldunnetalent.com/category/jobs	No	
40	WLBT employee referral/word of mouth	No	4
41	WLBT internship program	No	1

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
42	WLBT promos and public service announcements	No	
43	WLBT sales recruitment commercial	No	
44	WLBT station bulletin board	No	6
45	WLBT walk ins/phone in	No	
46	Indeed www.indeed.com	No	6
47	Gray TV web site www.gray.tv/careers#currentopenings	No	15
TOTAL INTERVIEWEES OVER REPORTING PERIOD			46

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III. RECRUITMENT INITIATIVES

	Type Of Recruitment Initiative (Menu Selection)	Brief Description Of Activity
1	Event Designed to Disseminate Information About Broadcast Careers	This is an on-going activity where we broadcast an on-air promotion to recruit organizations who would like to receive our job openings. Participants from the station include the Office Manager/EEO Coordinator, Program Coordinator and Creative Service Director.
2	Internship Program	WLBT maintains an on-going internship program throughout the reporting period. These internships are granted to students, usually juniors and seniors from various accredited colleges and universities throughout the U.S. who have received the approval from the Dean/Chairman and/or academic advisor of their respective department. During the reporting period WLBT hosted four interns: Four from Jackson State University and one from the University of Southern Mississippi. Participants from the station include the News Director, Assistant News Director, Executive News Producer.
3	Event Designed to Disseminate Information About Broadcast Careers	WLBT maintains an on-going job shadow/mentorship program with local junior high, senior high, and college students throughout the reporting period. The students spend a day or more following an employee in the area of their choice to discuss opportunities, seek advice on a future career in broadcasting and learn new technologies associated with the industry. During the reporting period WLBT hosted two students from 10 th and 12 th grade. Participants from the station include the News Director, Chief Meteorologist, Reporter/Anchor.
4	Event Designed to Disseminate Information About Broadcast Careers	WLBT maintains on on-going speaker's bureau program with local organizations and schools who invite WLBT employees to speak about various television broadcasting topics including career opportunities. During the reporting period WLBT spoke with seven different elementary school students (McLaurin Elementary School 02/15/19, Dana Road Elementary School Talk Assembly 02/26/19, Mannsdale Elementary School

		02/18/19, East Flora Elementary School 03/08/19, Benton Academy 03/20/19, Richland Upper Elementary 10/15/19, Discovery Christian School 10/24/19). Participants from the station include the News Director, Assistant News Director, Reporter/Anchor, Reporter/MMJ, Chief Meteorologist.
5	Participate in Event Sponsored by Educational Institution Relating to Careers in Broadcasting	WLBT participated in the Mississippi College Center Services Annual Career Day on February 12, 2019. The station representatives were the News Director, Creative Service Director, Program Coordinator, and Chief Engineer. The WLBT representatives were able to interact with approximately fifty top performing students to discuss employment opportunities and internships.
6	EEOC Training	On 06/20/19, Accounting Manager and GM participated in an EEOC training webinar presented by Joan Stewart of Wiley Rein, LLP.
7	Participate in Event Sponsored by Educational Institution Relating to Careers in Broadcasting	WLBT participated in The Mississippi Association of Broadcasters (MAB) Day at Alcorn State University on March 21, 2019; Mississippi State University on October 1, 2019; University of Mississippi on March 27, 2019; Jackson State University on October 24, 2019. MAB Day is designed to foster communication between broadcasters, educators, and students in media production and multimedia journalism which includes roundtable discussions, one-on-one sessions with broadcasters, review of student portfolios and production reels and discuss career in broadcast media/multimedia journalism. Station participants were the News Director and Assistant News Director.
8	Participate in Event Sponsored by Educational Institution Relating to Careers in Broadcasting	WLBT participated in the Mississippi Science Festival Day on September 13, 2019. The fest is a fun, hands-on event hosted by the four museums. During the fest 750 to 1,000 students visited the booth to practice weather careers. The station representatives were the Creative Service Director and the Chief Meteorologist.