

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### I. VACANCY LIST

See **Master Recruitment Source List** for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources (RS) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
Account Executive	1, 6 ,9, 14, 17, 18, 23, 24, 25, 35, 38	39
News Producer	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	49
Production Engineer	1, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	40
Marketing Producer	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	40
News Producer	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	39
Production Engineer	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	40
Photographer/MMJ	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41	40
Account Executive/Media Sales Consultant	1, 6 ,9, 14, 17, 18, 23, 24, 25, 35, 38	40
Reporter/MMJ	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 15, 16, 17, 19, 20, 21, 22, 23, 24, 26, 27, 28, 29, 30, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	51
Engineer	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 15, 16, 17, 18, 19, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	40
Digital Content Producer	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 14, 15, 16, 17, 18, 19, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	49
News Content Specialist	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 25, 26, 27, 28, 29, 30, 32, 36, 37, 38, 39, 40	40

Production Engineer	1, 6 ,9, 14, 17, 18, 23, 24, 25, 35, 38	40
Media Sales Consultant	1, 6 ,9, 14, 17, 18, 23, 24, 25, 35, 38	40
Photojournalist/MMJ	1, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 31, 33, 34, 35, 37, 38, 40	40
Local Support Success Manager	1, 6 ,9, 14, 17, 18, 23, 24, 25, 35, 38	39
Digital Sales Success Specialist	1, 6 ,9, 14, 17, 18, 23, 24, 25, 35, 38	39
Engineer	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 13, 15, 16, 17, 18, 19, 21, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 42	40
Digital Content Manager	1, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 19, 21, 22, 23, 24, 25, 26, 27, 28, 29, 31, 33, 34, 35, 37, 38, 39, 40, 42	39
Digital Content Producer	1, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 14, 15, 16, 17, 18, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 31, 33, 35, 36, 37, 38, 40	40

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### II. MASTER LIST OF RECRUITMENT SOURCES

*\*Sources with an asterisk (\*) denote organizations that requested notification of job vacancies*

<u>*Source Number</u>	<u>Organization</u>	<u>Contact Person</u>	<u>Mailing/Email Address</u>	<u>Website</u>	<u>Phone Number</u>	<u>Number of Interviews</u>
<b>COMMUNITY SOURCES</b>						
*1	Adrian College	Career Services Center	110 S. Madison St. Adrian, MI 49221	<a href="http://Handshake.com">Handshake.com</a>	517-265-5161	0
2	Asian American Journalist Assoc.			<a href="https://jobs.aaja.org">https://jobs.aaja.org</a>		0
3	Central State University	Career Services Center	P.O. Box 1004 Wilberforce, OH 45384		937-376-6011	0
*4	Bluffton College	Ms. Jacqui Singer	1 University Dr. Bluffton, OH 45817 career@bluffton.edu		419-358-3030	0
*5	Bowling Green State University	Career Center	318C Math Sciences Building Bowling Green, OH 43403	<a href="https://bgsu-csm.symplicity.com//employers">https://bgsu-csm.symplicity.com//employers</a>	419-372-2356	0
6	Central Michigan University	Career Services Center		Handshake.com		0
*7	City of Toledo Human Resources Dept.		1 Government Cntr. Suite 1920 Toledo, OH 43604		419-245-1500	0
*8	Defiance College	Ms. Laura Hartpence	701 N. Clinton Defiance, OH 43512 tarmey@defiance.edu		419-783-2349	0
9	Eastern Michigan University	Career Services Center		Handshake.com		1
10	Heidelberg University		310 E. Market St. Tiffin, OH 44883	<a href="http://www.collegecentral.com/heidelberg">http://www.collegecentral.com/heidelberg</a>	419-448-2330	0
*11	IBEW Local 245	Mr. Larry Tscherne	705 Lime City Road Rossford, OH 43460		419-666-3350	0
*12	James C. Caldwell Community Center	Mr. James Caldwell	3201 Stickney Ave. Toledo, OH 43608		419-729-4654	0
*13	Jerusalem Baptist Church	Rev. H.M. Crenshaw	445 Dorr Street Toledo, OH 43603		419-248-2139	0
14	Lourdes University	Ms. Kay Bishop	6832 Convent Blvd. Sylvania, OH 43560	<a href="http://www.collegecentral.com/lourdes">http://www.collegecentral.com/lourdes</a>	419-824-3704	0
*15	Lucas County Department of Planning & Development/The Source	Mr. Lewis Huerta	1 Government Center 8th Floor Toledo, Oh 43604		419-213-3300	0
16	Manpower	Ms. Patty Bernal	316 W. Dussel Drive Maumee, OH 43537		419-893-4413	0
17	Miami University	Dr. Bruce Drushel	501 W. High Street Oxford, OH 45056	<a href="http://Handshake.com">Handshake.com</a>	513-529-1809	0
18	Monroe County Community College	Mr. Barry Kinsey	1555 South Raisinville Rd. Monroe, MI 48161	<a href="http://www.collegecentral.com/monroeccc">http://www.collegecentral.com/monroeccc</a>	734-242-7300	0
19	National Association of Hispanic Journalists			<a href="http://nahicareercenter.com">http://nahicareercenter.com</a>		0
20	Native American Journalist Assoc.	Rebecca Landsbury	<a href="mailto:rebeccalandsberry@naja.com">rebeccalandsberry@naja.com</a>	<a href="http://naja.org">http://naja.org</a>		0
21	Northwest State Community College	Ms. Kristan Clady	22600 St. Rt. 34 Archbold, OH 43502 mjacobs@northweststate.edu		419-267-5511	0

22	Ohio Media School		5330 East Main St , Columbus, OH 43213 jdixon@beonair.com; manderson@beonair.com		614-655-5250	0
23	Ohio Northern University	Ms. Priscilla West	525 S. Main St. Ada, OH 45810	<a href="http://onu-csm.symplicity.com/employers">http://onu-csm.symplicity.com/employers</a>	419-772-2000	0
24	Ohio University	Mr. Thomas Korvas	185 Lindsey Hall Athens, OH 45701	<a href="https://ohio-csm.symplicity.com/employers/index.php?s=home">https://ohio-csm.symplicity.com/employers/index.php?s=home</a>	740-593-2909	0
25	Owens Community College	Ms. Gentry Dixon	P.O.Box 10,000 Oregon Rd. Toledo, OH 43699	<a href="http://collegecentral.com/owens">http://collegecentral.com/owens</a>	567-661-7000	0
*26	Pathway	Ms. Tarvis Parks	505 Hamilton St. Toledo, OH 43602		419-242-7304	0
27	Specs Howard School of Broadcast	Mr. Kevin Scollin	19900 West Nine Mile Road Southfield, MI 48075 bcarey@specshoward.edu		248-358-9000	1
*28	State of Michigan Workforce Development Agency	Mr. Michael G. Albig, JR.	1040 S. Winter Street Suite 1014 Adrian, MI 49221		517-266-5600	0
*29	St. Paul AME Zion Church	Rev. Claude Christopher	946 Belmont Ave. Toledo, OH 43607		419-243-1065	0
30	Terra State Community College	Ms. Joan Gamble	2830 Napoleon Road Fremont, OH 43420		419-334-8400	0
31	The Ohio State University	OSU Alumni Consortium	2200 Olentangy River Rd. Columbus, OH 43210	<a href="https://myinterfase.com/osualumiconsortium">https://myinterfase.com/osualumiconsortium</a>	614-292-2200	0
32	Tiffin University	Ms. Carol McDannell	155 Miami Street Tiffin, OH 44883		419-447-6442	0
33	University of Findlay	Career Services Center	1000 N. Main Street Findlay, OH 45840	<a href="https://app.purplebriefcase.com">https://app.purplebriefcase.com</a>	419-422-8313	0
34	University of Detroit Mercy	Career Education Center	McNichols Road Detroit, MI 48221	<a href="https://myinterfase.com/udmercy">https://myinterfase.com/udmercy</a>	313-993-1017	0
35	University of Michigan	Career Services Center		<a href="https://Handshake.com">Handshake.com</a>		0
*36	University of Toledo	Career Services Center	Student Union 1532 MS112 2801 West Bancroft St. Toledo, OH 43606	<a href="https://utoledo-csm.symplicity.com">https://utoledo-csm.symplicity.com</a>	419-530-1327	0
37	Wayne State University	Ms. Arlene Pringle	1001 Faculty Adm. Bldg. 656 W. Kirby Street Detroit, MI 48202	Handshake.com	313-577-4781	0
38	Western Michigan University	Career Services Center		Handshake.com		0
<b>ADDITIONAL SOURCES</b>						
39	Ohio Association of Broadcasters	Katie Lovell		<a href="http://oab.org/job-board">http://oab.org/job-board</a>		0
40	Raycom Media Website	Donna Tadlock		<a href="http://www.raycommedia.com">www.raycommedia.com</a>	334-206-1417	17
41	WTOL.com	Kate Albright		<a href="http://www.wtol.com">www.wtol.com</a>	419-248-1121	0
42	tvjobs.com	Mark Holloway		<a href="http://www.tvjobs.com">http://www.tvjobs.com</a>		1
43	Television Bureau of Advertising			<a href="http://postjobs.tvb.org">http://postjobs.tvb.org</a>		0
44	WTOL Community Recruitment Notice		Runs on air			0
45	Internship Program					3
46	LinkedIn					0
47	Indeed					2
48	Raycom Recruiter	Ty Carver				0
49	Current/Former Employee Referral					17
50	Monster.com					1
51	News Blues					1

Total Interviews:

44

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017- May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): September 29, 2017

Describe Nature of Initiative:

Job Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

University of Toledo College of Business and Innovation, Toledo, OH – recruiting event

Names of Station Personnel involved in Initiative:

Tamara Rost – Marketing Director

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): October 13, 2017

Describe Nature of Initiative:

Media Career Day / Job Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Bowling Green State University, Bowling Green, OH – recruiting event

Names of Station Personnel involved in Initiative:

Anthony Knopps - News Director

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): March 20, 2018

Describe Nature of Initiative:

Media Career Day / Job Fair

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Bowling Green State University, Bowling Green, OH – recruiting event

Names of Station Personnel involved in Initiative:

Anthony Knopps – News Director

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): October 17, 2017

Describe Nature of Initiative:

FCC EEO Training

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Online presentation on FCC EEO Guidelines – presented by Sharel Bend and Felicia Rylee, Raycom Media Webinar which covered recruitment, record-keeping and reporting of EEO duties.

Names of Station Personnel involved in Initiative:

Sandy Jacobs – EEO Coordinator



# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): November 28, 2017

Describe Nature of Initiative:

FCC EEO Training

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Online presentation on FCC EEO rules and regulations – presented by Hannah Lepow from Covington. This webinar covered EEO duties including recruitment, record-keeping and reporting.

Names of Station Personnel involved in Initiative:

Sandy Jacobs – EEO Coordinator

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Various times throughout the reporting period

Describe Nature of Initiative:

Internships – WTOL offers internship opportunities to eligible students to provide hands-on learning experience for students looking to gain knowledge and insight about the broadcasting industry. Students must be enrolled in a college or university. All internships are unpaid, so students must be receiving academic credit to work or observe at the station. Hours can be flexible to accommodate class schedules and school requirements, however most inters are usually required to attend a minimum of 15-20 hours per week. Internships are offered in a variety of departments at the station including Marketing/On-Air Promotions/ Programming, Sales, Graphic Design and Community/Public Affairs

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

During June 1, 2017 and May 31, 2018, we accepted five interns. Two of these interns were students at Bowling Green State University, one from Syracuse University, one from University of Toledo and one from Youngstown State University. Four of these interns attended during of Summer hours. One attended Spring of 2018.

Names of Station Personnel involved in Initiative:

Sandy Jacobs – EEO Coordinator, Lauren Wepler – Assistant News Director

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): November 4, 2017

Describe Nature of Initiative:

Internship Event

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

American Advertising Federation at the Hilton Garden Inn, Levis Commons, Perrysburg, OH  
Our Anchor Viviana Hurtado was a panelist at this event for students interested in internship opportunities.

Names of Station Personnel involved in Initiative:

Viviana Hurtado – News Anchor

# WTOL

## EEO PUBLIC FILE REPORT

June 1, 2017 - May 31, 2018

### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): On Going

Describe Nature of Initiative:

Participate in other activities other than listed to further the goal of disseminating information about employment opportunities.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

During the year we broadcast on-air announcements on WTOL encouraging local organizations to become part of our Master Recruitment list. These 20 second spots typically run 3 to 4 times per week on WTOL. Here is the verbiage: WTOL-TV is committed to a broad applicant recruiting outreach program, in our continuing efforts to represent our diverse community. We encourage qualified community organizations to contact us to become part of our full-time job opportunity notification mailing list. If your organization distributes job information or can provide referrals as part of your regular activity, we would like to hear from you. Send your request to the Directors of Operations, WTOL-TV at this address: Director of Operations WTOL-TV, 730 N. Summit Street, Toledo, OH 43604.

Names of Station Personnel involved in Initiative:

Sarah Hinton – HR Generalist, Lisa McManus - Prog. Director, Traffic Department