



**FEDERAL COMMUNICATIONS COMMISSION
EQUAL EMPLOYMENT OPPORTUNITY ACTIVITIES REPORT
APRIL 1, 2021 – MARCH 31, 2022
Stations: WITF-TV, WITF-FM, Harrisburg, PA**

Open Positions:

Attached please find a spreadsheet listing all the open positions and the recruiting sources used to fill these vacancies from the time period of April 1, 2021 through March 31, 2022. Also, please find a list of the data reflecting the total number of persons interviewed and the recruiting sources used from the time period of April 1, 2021 through March 31, 2022.

Recruiting Contacts:

Attached please find a listing of the contact information for the recruiting sources used by WITF from the time period of April 1, 2021 through March 31, 2022.

Job Fairs

Individuals with significant hiring responsibility; Alan Wadsworth, current Human Resources Director; job fairs are listed under attached Community Outreach listings.

Community Outreach

A summary of all Community Outreach activities is attached.

The purpose of the EEO Public Report form is to comply with Section 73.2080(c) (6) of the FCC's 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station: WITF and is required to be placed in the public inspection files of these stations, and posted on their websites, if they have websites.

The information contained in the Report covers the time period beginning April 1, 2021 to and including March 31, 2022.

The FCC's EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment sources utilized to fill the vacancy (including, if application, organizations entitled to notification pursuant to Section 73.2080 (c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c) (2) of the FCC rules.

Appendix 1 has been designed to provide the required information.

For the purposes of the Report, a vacancy was deemed "filled" not when the offer was extended but when the hiree accepted the job offer.

WITF Recruiting Source Contact Information
No Sources Requested for all job openings
For the period covering April 1, 2021 to March 31, 2022

Asian American Journalist Association
5 Third Street
Suite 1108
San Francisco, CA 94103

Journalism Jobs
Berkeley, CA
info@journalismjobs.com
510.508.7386

BlackJobs.com
Diversity City Media, Inc
440 W. San Ysidro Blvd
Suite 430968
San Ysidro, CA 92143
614.595.6063

LinkedIn
2029 Stierlin Court Suite 200
Mountain View, CA 94043
650.906.9456

Corporation for Public Broadcasting
401 9th Street,
NW Washington, DC 20004-2129
877.227.5511

National Association of Black Journalists
1100 Knight Hall, Suite 3100
College Park, MD 20742
301.405.0248

Dice.com
6465 South Greenwood Plaza Blvd, Suite 400
Centennial, CO 8011
888.321.3423

The Patriot News/Pennlive.com
2020 Technology Parkway, Suite 300
Mechanicsburg, PA 17050
717.255.8100

HispanicJobs.com
Diversity City Media, Inc
440 W. San Ysidro Blvd
Suite 430968
San Ysidro, CA 92143
614.595.6063

PublicMediaJobs.org
4400 Massachusetts NW
Washington, DC 20016

Indeed
201 W 5th St, Austin, TX 78701
800.475.4361

Public Relations Society of America
120 Wall Street, 21st Floor
New York, NY 10005

Harrisburg Chamber of Commerce
3211 North Front Street, Suite 201
Harrisburg, PA 17110
717.232.4099

Radio Television Digital News Association
(RTDNA)
The National Press Building
529 14th Street NW, Suite 1240
Washington, D.C. 20045
202.221.4282

HispanicJobs.com
Diversity City Media, Inc./
Diversity Job Board
440 W San Ysidro Blvd
Suite 430968
San Ysidro, CA 92143
614.595.6063

Report for America
The GroundTruth Project
10 Guest Street
Boston, MA 02135
617.412.6130

witf.org
4801 Lindle Road
Harrisburg, PA 17111
717.704.3000

COMMUNITY OUTREACH ACTIVITIES

WITF engaged in the following initiatives from the period beginning April 1, 2021 through March 31, 2022.

Internship Program

WITF has an extensive student internship program. College and High School students participate in internships in their field of interest and/or major, typically for credit hours. This past year, we had the following:

- 1 Multimedia Production intern during the Spring 2022 semester supervised by Fred Vigeant (VP/Chief Audience Officer) and Joe Ulrich (Audio Engineer)
- 1 Marketing intern during the Spring 2022 semester supervised by Sarah Sheehan (Director of Marketing)

These students came from the following colleges and universities:

- Messiah University

Job Fairs

Human Resources attended the following job fairs:

Shippensburg University Fall Career and Internship Fair

Location: Shippensburg University Rec Center

Date: 10/7/2021

Attendees: Alan Wadsworth (Director of HR)

City of Harrisburg Job Fair

Location: Harrisburg City Hall

Date: 10/29/2021

Attendees: Alan Wadsworth (Director of HR) and Blake Lynch (Sr. VP/Chief Impact Officer)

Millersville University Spring Career and Internship Fair

Location: Millersville University Rec Center

Date: 3/29/2022

Attendees: Alan Wadsworth (Director of HR)

Community Events designed to inform and educate members of the public as to employment opportunities in broadcasting

WITF was unable to conduct public tours during this time period due to the COVID-19 pandemic.

On March 4, 2022 Christina Zeiders (Communications Specialist), Scott Blanchard (Director of Journalism), and Sam Dunklau (State Capitol Reporter) attended the Capital Area School for the Arts' Career Day. Each employee spoke over the course of 45 minutes to explain their job and encourage journalism and media as a future career to high school aged students.

Training as to methods of equal employment opportunity

WITF continued the use of an updated online training module on harassment and diversity in conjunction with the Corporation for Public Broadcasting for 2021. The training is required for all active employees and interns at hire and is provided annually between August and September.

All new employees receive training on harassment and diversity as well as WITF's policies on both topics during formal new hire orientation on their first day of employment. Employees who receive an annual performance review receive feedback on their performance and commitment to organizational diversity.

Alan Wadsworth, Director of HR, chair the organization's Diversity and Inclusion Committee which is made up of 7 members of the WITF staff including 3 members of management. The committee worked alongside WITF to continue efforts to grow diversity and inclusion internally through staff surveys and externally through journalism data collection and community engagement efforts which include providing bilingual books to school age children and educational books and activities at local community centers called "Play and Learns".

WITF hosted LGBTQ+ training for all full time staff on Friday, March 25 virtually through the LGBT Center of Central Pa. The training focused on helping staff to accurately differentiate between sexual orientation and gender identity, supporting LGBTQ+ individuals, and how to locate resources.

Appendix 1 to Annual EEO Public File Report Form

Covering the period from April 1, 2021 to March 31, 2022

Stations Comprising Station Employment Unit WITF-TV, WITF-FM

Section 1: Vacancy Information, Recruitment Source Information

*Please refer to Recruiting Source List for Name, Address, Telephone Number and/or Website/Contact Person

Available Position Title	Location of Recruitment	# of Interviews	Date of Hire or Status
Multimedia Reporter (through Report for America)	Report for America Referrals	3	6/1/2021
*This position is funded through Report for America and required WITF to fill the role immediately through RFA's earlier recruitment effort. RFA provided WITF with a pool of candidates through their recruitment effort conducted in late 2020/early 2021			
Development Support Specialist	WITF.org Corporation for Public Broadcasting LinkedIn Pennlive Harrisburg Chamber of Commerce BlackJobs.com	2	8/4/2021
Senior VP/Chief Impact Officer	PublicMediaJobs.org WITF.org Corporation for Public Broadcasting LinkedIn Pennlive BlackJobs.com Staff Referral Indeed (Picked Up)	2	9/7/2021

Volunteer/Events Coordinator

WITF.org		
Harrisburg Chamber of Commerce		
LinkedIn	1	9/13/2021
Pennlive		
Indeed (Picked Up)	1	

Digital Product Manager

WITF.org		
LinkedIn	1	11/1/2021
Corporation for Public Broadcasting		
Dice		
Pennlive		

Communications Specialist

WITF.org	2	
LinkedIn	2	11/29/2021
Pennlive		
Public Relations Society of America		
Facebook		
Twitter		
Indeed (Picked Up)	1	

Customer Service Representative

WITF.org		
LinkedIn		
BlackJobs.com		
HispanicJobs.com		
Harrisburg Chamber of Commerce		
Pennlive		
Staff Referral	1	1/5/2022

Indeed (Picked Up)	1
Harrisburg City Job Fair	1

Digital Producer

WITF.org		
Pennlive		
Corporation for Public Broadcasting		
JournalismJobs.com		
RTDNA		
National Association of Black Journalists		
Asian American Journalists Association		
Referral from another opening	1	1/5/2022

Traffic Coordinator

WITF.org		
Corporation for Public Broadcasting	1	
LinkedIn	2	2/7/2022
DiversityJobBoard.com		