



**FEDERAL COMMUNICATIONS COMMISSION  
EQUAL EMPLOYMENT OPPORTUNITY ACTIVITIES REPORT  
APRIL 1, 2022 – MARCH 31, 2023  
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, 2022 through March 31, 2023. 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, 2022 through March 31, 2023.

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, 2022 through March 31, 2023.

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, 2022 to and including March 31, 2023.

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, 2022 to March 31, 2023

Asian American Arts Alliance  
29 W 38<sup>th</sup> Street, 9<sup>th</sup> Floor  
New York, NY 10018  
212.941.9208

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

Association for LGBTQ Journalists  
2120 L Street, NW Suite 850  
Washington, DC 20037  
202.588.9888

Black Career Women's Network  
1435 Vine St #326  
Cincinnati, OH 45202  
513.729.9724

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

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

Facebook  
1 Hacker Way  
Menlo Park, CA 94025

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

HBCU Connect  
750 Cross Pointe Rd, Suite Q  
Columbus, OH 43230  
614.864.4446

HispanicJobs.com  
440 W. San Ysidro Blvd

Suite 430968  
San Ysidro, CA 92143

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

Instagram  
1 Hacker Way  
Menlo Park, CA 94025  
415.857.3369

Journalism Jobs  
Berkeley, CA  
[info@journalismjobs.com](mailto:info@journalismjobs.com)  
510.508.7386

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

Native American Journalists Association  
395 West Lindsey St  
Norman, OK 73019

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

National Association of Hispanic Journalists  
1050 Connecticut Ave, NW 5<sup>th</sup> Fl  
Washington, DC 20036  
866.624.5674

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

People of Color in Tech  
[www.pocitjobs.com](http://www.pocitjobs.com)  
No address listed on website

Podnews.net  
29 Outlook Crescent  
Bardon QLD 4065 Australia  
+61 447 692743

Public Media Journalists Association  
P.O. Box 838 Sturgis, SD 57785

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

Twitter  
1355 Market St #900  
San Francisco, CA 94103  
415.222.9670

Where Are Black Designers  
Watbd.org  
hello@watbd.org

witf.org  
4801 Lindle Road  
Harrisburg, PA 17111  
717.704.3000

Appendix 1 to Annual EEO Public File Report Form

Covering the period from April 1, 2022 to March 31, 2023

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
Administrative Assistant - Corp. Partnerships	WITF.org		
	Pennlive	1	11/29/2022
	LinkedIn		
	Harrisburg Chamber of Commerce		
	Zip Recruiter (Picked Up)	1	
Accounting Clerk	WITF.org		
	LinkedIn	2	10/18/2022
	Pennlive		
	Black Career Women's Network		
	Harrisburg Chamber of Commerce		
	CPB		
	Indeed (Picked Up)	2	
Reporter - Democracy Beat	WITF.org		
	Nat'l Association of Black Journalists		
	Journalism Jobs		
	Association of LGBTQ Journalists		
	Native American Journalists Association		
	RTDNA		
	Pennlive		
News Director/All Things Considered Host	WITF.org		
	Pennlive		
	Nat'l Association of Black Journalists		
	Association of LGBTQ Journalists		

Journalism Jobs  
 Asian American Journalists Association  
 Nat'l Association of Hispanic Journalists

Employee Referral	1	9/12/2022
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Radio Host - Part Time (2 hires)

WITF.org  
 Pennlive  
 CPB

Indeed (Picked Up)	2	11/15/2022
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Community Advisory Board Referral	1	10/1/2022
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Graphic Designer

WITF.org

1

LinkedIn

1

5/2/2022

CPB

People of Color in Tech

Where Are Black Designers

Pennlive

Internal Applicants

2

Employee Referral

1

Project Manager

WITF.org

1

CPB

LinkedIn

3

5/23/2022

Pennlive

BlackJobs.com

ATC Host/Reporter

WITF.org

2

5/2/2022

Nat'l Association of Black Journalists

Pennlive

Association of LGBTQ Journalists

CPB

1

Public Media Journalists Association

Information Technology Manager

HBCUConnect.com

	Twitter		
	Facebook		
	Instagram		
	Pennlive		
	Harrisburg Chamber of Commerce		
	WITF.org	1	4/4/2022
	LinkedIn	1	
	Indeed (Picked Up)	1	
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Administrative Assistant - Corp. Partnerships	Facebook		
	Instagram		
	Twitter		
	WITF.org		
	Harrisburg Chamber of Commerce		
	LinkedIn	2	5/16/2022
	Indeed (Picked Up)	1	
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Production Crew - Part Time (2 hires)	WITF.org		
	Harrisburg Chamber of Commerce		
	LinkedIn		
	Employee Referral	1	
	Indeed (Picked Up)	2	6/27/22; 7/21/22
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Vice President of Education	WITF.org		
	Pennlive		
	LinkedIn		
	Employee Referral	1	
	Board of Director Referral	1	9/6/2022
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Accounting Clerk	WITF.org		
	Pennlive		
	LinkedIn	1	
	Indeed (Picked Up)	1	6/6/2022
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Videographer	WITF.org		
	CPB		
	Pennlive	1	
	Indeed (Picked Up)	1	
	Employee Referral	1	1/9/2023
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Creative Director	WITF.org		
	HBCU Connect.com		
	CPB	1	
	Association of LGBTQ Journalists		
	LinkedIn	1	
	Pennlive		
	Podnews.net		
Internal Candidate	1	1/2/2023	
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Programming Manager	WITF.org		
	CPB.org		
	LinkedIn		
	Asian American Arts Alliance		
	Pennlive		
	BlackJobs.com		
	HispanicJobs.com		
	Internal Candidate	1	2/12/2023

## COMMUNITY OUTREACH ACTIVITIES

WITF engaged in the following initiatives from the period beginning April 1, 2022 through March 31, 2023.

### **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 Events Coordinating intern during the Fall 2022 semester supervised by Beth Cappello (Project Manager)
- 1 Podcast/News intern during the Spring 2023 semester supervised by Fred Vigeant (VP/Chief Audience Officer)

These students came from the following colleges and universities:

- Lebanon Valley College
- Messiah University

### **Job Fairs**

WITF Staff attended the following job fairs:

Millersville University Spring Career and Internship Fair

Location: Millersville University Rec Center

Date: 10/4/2022

Attendees: Alan Wadsworth (Director of HR)

York College Communications & Creative Careers Meet Up

Location: York College

Date: 11/8/2022

Attendees: John Kinzer (Continuity Specialist)

Franklin & Marshall College Spring Career Fair

Location: Franklin & Marshall College

Date: 2/24/2023

Attendees: Alan Wadsworth (Director of HR)

York College Spring Career Fair

Location: York College

Date: 3/15/2023

Attendees: Alan Wadsworth (Director of HR)

Millersville University Spring Career Fair

Location: Millersville University of PA

Date: 3/28/2023

Attendees: Alan Wadsworth (Director of HR)



Shippensburg University Spring Career Fair  
Location: Shippensburg University of PA  
Date: 3/30/2023  
Attendees: Alan Wadsworth (Director of HR)

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

On December 6, 2022, Mitch Mathias (Video Edit Manager) and Doug Watson (Videographer) spoke with an 11<sup>th</sup> grade Digital Storytelling and Creative Writing class at Mechanicsburg Area Senior High School. Their presentation was requested by the teacher, Niki Vriens.

John Kinzer (Continuity Specialist) attended a Careers Meet Up event at York College in York, PA on November 9, 2022. Alumni and community members in the broadcasting and media industry were invited to meet with students and share career paths and opportunities for after graduation. John also shared internship opportunities with the students.

John Kinzer (Programming Manager) attended a Mock Interview event at York College in York, PA on February 22, 2023. The event was hosted by York College's Communications Department and provided students with the opportunity to hone their interview skills with alumni and community members in the broadcasting and media industry.

Matt Wilson (VP/Chief Digital Officer) was a guest teacher during the week of January 9, 2023 at the Harrisburg Christian School. Matt taught lessons on digital storytelling to a class of approximately 15 high school students.

Tom Downing (Senior Motion Graphics Artist & Interactive Designer) spoke about design and motion graphics in a design class on March 14, 2023 at Elizabethtown College in Elizabethtown, PA. He was invited by Dr. Katherine Hughes, a professor at the college.

**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 2022. 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".