

# WLBT

## EEO PUBLIC FILE REPORT

February 1, 2018 - January 31, 2019

### I. VACANCY LIST

See Master Recruitment Source List for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
News Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	33
News Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	33
Digital Content Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	11
Media Sales Consultant	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	40
Digital Sales Manager	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	40
Marketing Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	33
Marketing Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	41
News Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	33
Staff Accountant	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	27
Media Sales Consultant	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	40
Developmental LSM	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,21,22,25,28,29,30,31,33,34,36,42,43,44	27
Marketing Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	32
Transactional AE	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	33
Reporter/MMJ	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	33
Marketing Producer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	40
Maintenance Engineer	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	33
Client Success Specialist	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	33
Reporter/MMJ	1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,21,22,25,28,29,30,31,33,34,36,42,43,44,46	33

The employment unit includes employees who provide services to Station WDBD, Jackson, MS.

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### 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	Alcorn State Univeristy Career Placement	Joey Mitchell	P.O. Box 390, Lorman MS 39096/jmitchell@alcorn.edu	<a href="http://www.alcorn.edu">www.alcorn.edu</a>	601-877-6324 PH	
2	Antonelli College	Carolyn Upkins	2323 Lakeland Drive, Jackson MS 39232	<a href="http://www.antonellicollege.edu">www.antonellicollege.edu</a>	601-362-9991 PH 601-362-2333 FAX	
3	Belhaven College Career Center	Camille	150 Peachtree Street, Jackson MS	<a href="https://www.myinterfase.com/belhaven/employer">https://www.myinterfase.com/belhaven/employer</a>	601-968-8990	
4	Hinds Community College	Tim Crisler	P.O. Box 1040, Utica MS 39175		601-885-7071 PH	
5	Hinds Community College Career Center	Joe Johnson	P.O. Box 1100, Raymond MS 39154	<a href="http://www.collegecentral.com/hindscc">www.collegecentral.com/hindscc</a>	601-857-3384 PH	
6	Holmes Community College Career Planning	Pamela Fells	P.O. Box 369, Goodman MS 39079		662-472-2312 PH 662-472-9167 FAX	
7	Jackson State University	Alisa Hughes	1400 Lynch Street, Jackson MS 39217	<a href="https://jsums-csm.symplicity.com/employers">https://jsums-csm.symplicity.com/employers</a>	601-979-2477 PH	
8	Millsap's College	Tonya Craft	1701 N. State Street, Jackson MS 39210/ careercenter@millsaps.edu		601-974-1346 PH	
9	Mississippi Association of Broadcasters		855 S. Pear Orchard Road, Suite 403, Ridgeland MS 39157	<a href="http://www.msbroadcasters.org">www.msbroadcasters.org</a>	601-957-9121 PH 601-957-9175 FAX	
10	Mississippi College Career Center	Suzi Nyberg	P.O. Box 4010, Clinton MS 39058	<a href="http://mc-csm.symplicity.com">http://mc-csm.symplicity.com</a>	601-925-3909 FAX	
11	Mississippi State University			<a href="http://www.career.msstate.edu">www.career.msstate.edu</a>		1
12	Mississippi University for Women - Career Services		1100 College Street, MUW 1624, Columbus MS 39701		662-329-4750 PH	
13	Mississippi Valley State University - Career Development		1400 Highway 82 West, Itta Bena MS 38941		662-254-9041 PH	
14	Tougaloo College Career Planning	Gladys Jones	500 West County Line Road, Jackson MS 39174		601-977-7817 PH	
15	University of Mississippi Career Center	Jonathon Harrington		<a href="http://www.myinterfase.com/olemiss/employer/home.aspx">www.myinterfase.com/olemiss/employer/home.aspx</a>	662-915-7165 PH	
16	University of Southern Mississippi Career Planning	Tina Trigg	SS Box 5014, Hattiesburg MS 39406	<a href="http://www.myinterfase.com/usm/employer">www.myinterfase.com/usm/employer</a>	601-266-4153 PH	
17	William Carey College	Brandon Wright	WCU 181 498 Tuscan Avenue, Hattiesburg MS 39401/bwright@wmcarey.edu		601-318-6209 PH	
<b>ADDITIONAL SOURCES</b>						
18	Asian American Journalists Association			<a href="http://www.aaja.org">www.aaja.org</a>		
19	Broadcast Engineering	Julie Dahlstrom		<a href="http://www.broadcastengineering.com">www.broadcastengineering.com</a>	312-840-8436 PH	
20	Clarion Ledger Career Builder			<a href="http://www.careerbuilder.com">www.careerbuilder.com</a>		

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### II. MASTER LIST OF RECRUITMENT SOURCES

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

21	Collective Talent		<a href="mailto:billc@michaelsmedia.com">billc@michaelsmedia.com</a>			
22	Department of Veteran's Affairs, Vocational Rehabilitation & Employment	Jennifer Armwood	<a href="mailto:jennifer.armwood@va.gov">jennifer.armwood@va.gov</a>		601-364-7049 PH	
25	Graeme Newell Marketing Ideanet	Sandy Lizik	<a href="mailto:slizik@602communications.com">slizik@602communications.com</a>			
26	Jackson WIN Job Center	Patricia Martin	P.O. Box 12410, Jackson MS 39236		601-321-7967 FAX	
27	LinkedIn	Ty Carver		<a href="http://www.linkedin.com">www.linkedin.com</a>		8
28	Media Line	Mark Shilstone	P.O. Box 519069, Pacific Grove CA 93950/ <a href="mailto:mediaiine@mediaiine.com">mediaiine@mediaiine.com</a>		800-237-8073 PH	
29	Media Match	Tammy		<a href="http://www.media-match.com/usa">www.media-match.com/usa</a>	323-284-5589 PH	
30	National Association of Hispanic Journalists			<a href="http://www.nahjcareercenter.com">www.nahjcareercenter.com</a>		
31	Native American Journalists Association	Bryan Pollard	<a href="mailto:bpollard@naja.com">bpollard@naja.com</a>			
32	Raycom Recruiter	Ty Carver				3
33	Raycom Web Site			<a href="https://raycommedia.icims.com">https://raycommedia.icims.com</a>		34
34	Sanford Brown College			<a href="https://sanfordbrown.optimalresume.com">https://sanfordbrown.optimalresume.com</a>		
35	Spot 'n Dots	Ty Carver		<a href="http://www.spotsndots.com">http://www.spotsndots.com</a>		
36	TV Jobs.com	Mark Holloway	<a href="mailto:admin@tvjobs.com">admin@tvjobs.com</a>			
37	TV News Check	Ty Carver		<a href="https://www.mediajobcenter.com">https://www.mediajobcenter.com</a>		
39	Well Dunne Talent	Kate Bacon	<a href="mailto:kate@welldunnetalent.com">kate@welldunnetalent.com</a>	<a href="http://blog.welldunnetalent.com/category/jobs">http://blog.welldunnetalent.com/category/jobs</a>		
40	WLBT Employee Referral/Word of Mouth					14
41	WLBT Internship Program	Charlie Jones				1
42	WLBT Promos and Public Service Announcements	Spencer Smith				
43	WLBT Sales Recruitment Commercial	Spencer Smith				
44	WLBT Station bulletin board	Dawnita Ritter				
45	WLBT Walk in/Phone In	Terri Collums				
46	indeed	Terri Collums		<a href="http://www.indeed.com">www.indeed.com</a>		2
<b>TOTAL:</b>						<b>63</b>

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

Full-time job postings on minority websites

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

Majority of jobs are posted on the websites of media trade groups whose membership includes substantial participation by women and minorities, including:

National Association of Hispanic Journalists (NAHJ)

Native American Journalists Association (NAJA)

Names of Station Personnel involved in Initiative:

Terri Collums – Business Manager/HR Coordinator/EEO Coordinator

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

Job Shadowing and Mentoring

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

Local students spend a day shadowing an employee to determine if that business offers a future career path for their interest.

WLBT News Department coordinated and accommodated the job shadow for related topics, graphics, and production for one student from Mississippi College on February 23, 2018.

Names of Station Personnel involved in Initiative:

Rachel Richlinski, Multi Media Journalist

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**III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

Student Internship Program

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

WLBT-TV offers internships to college students as a way to assess jobs and job readiness. These internships are granted to junior and senior students majoring in Communications, Mass Communications, Journalism and Broadcast Journalism 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(s). Upon successful completion of the program, the student received 3-4 hours of credit and a letter grade. Students were assigned to work with specific Department staffers.

Summer 2018 ..... 3 (3-- Interns assigned to Newsroom)

Winter 2018.....2 (2-- Interns assigned to Newsroom)

Names of Station Personnel involved in Initiative:

Kachelle Pratcher-- Executive Producer/News Department Internship Coordinator

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

WLBT personnel speaking engagements

WLBT employees speak at various events throughout the year, as well as emcee/host events.

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

McLaurin Elementary Career Day speaker Wesley Harris January 25, 2018; McLaurin Elementary. Jackson Music Awards/City with Soul Awards presenter Kelly Boyd July 28, 2018. JSU Communication Day speaker Coleman LeMaster September 13, 2018; JSU communication students. Jackson Academy Racheal Richlinski speaker September 13, 2018; JA broadcasting class. Pecan Park Elementary speaker Symphonie Privett September 21, 2018; JPS elementary classes. University of Southern Mississippi speaker Coleman LeMaster October 25, 2018; USM Main Campus. Girl With a Dream speaker Symphonie Privett November 26, 2018; Jayne Avenue Community Center. BNI Networking speaker Kristal Howell November 28, 2018; Madison Ridgeland BNI. Bentonia Elementary School speaker Dave Roberts December 2, 3018; 4, 5 and 6 grade. Yazoo County High School speaker Dave Roberts December 6, 2018; high school students.

Names of Station Personnel involved in Initiative:

Dave Roberts-- Meteorologist  
Wesley Harris-- Photographer-News Dept  
Symphonie Privett-- News Reporter/Anchor  
Kelly Boyd-Creative Director-Marketing Dept  
Rachel Richlinski-Multi Media Journalist-News Dept  
Coleman LeMaster-News Reporter/Anchor  
Kristal Howell-Media Sales Consultant-Sales Dept

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): February 13, 2018

Describe Nature of Initiative:

Mississippi College Career Day 2018

Program provides students with practical and experiential skills and knowledge that will assist them in making a successful transition to adult life with the degrees in various fields of study.

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

WLBT spoke with students with a variety of degrees who are graduating and entering the work force.

Names of Station Personnel involved in Initiative:

Spencer Smith-Marketing Director  
Jerry Kirk-Director of Technology  
Mary Grace Epps-Digital Content Producer  
Hatton Weeks-News Director



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**III. SUPPLEMENTAL OUTREACH INITIATIVES**

Date(s) of Initiative Event(s): February 28, 2018

Describe Nature of Initiative:

Holmes Community College, Ridgeland Campus Career Fair

Program provides students with practical and experiential skills and knowledge that will assist them in making a successful transition to adult like with the degrees in various fields of study.

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

WLBT spoke with students with a variety of degrees who are graduating and entering the work force.

Names of Station Personnel involved in Initiative:

Jerry Kirk-Director of Technology

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): July 10, 2018

Describe Nature of Initiative:

Hinds Community College Career Fair

Program provides students with practical and experiential skills and knowledge that will assist them in making a successful transition to adult life with the degrees in various fields of study

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

WLBT spoke with students with a variety of degrees who are graduating and entering the work force

Names of Station Personnel involved in Initiative:

Amy Rayfield-Success Manager  
Kayla Thomas-Audience Development and Brand Management  
Fairrah Stiff-Media Sales Consultant  
Pamela Godbold-Senior Digital Sales Specialist  
Kristal Howell-Media Sales Consultant  
Kelly Boyd-Creative Director

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): April 25, 2018

Describe Nature of Initiative:

University of Southern Mississippi MAB Day, Hattiesburg, MS

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

Participated in the MAB (Mississippi Association of Broadcasters) Day at the University of Southern Mississippi which included resume/portfolio reviews and panel discussion. Job postings were available for the students to view and given instruction how to apply for a Raycom position. An intern sign up list was available to the students interested in interning.

Names of Station Personnel involved in Initiative:

Hatton Weeks – News Director

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### III. SUPPLEMENTAL OUTREACH INITIATIVES

Date(s) of Initiative Event(s): Ongoing

Describe Nature of Initiative:

Equal Opportunity Employer Outreach PSA Announcement

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

Multiple times a month, WLBT and Bounce runs a :30 public service announcement informing the public that we are an Equal Opportunity Employer and information on how their organization can receive notification of job vacancies.

WLBT-TV is looking for organizations that regularly distribute information about employment opportunities to job applicants or have job applicants to refer. If your organization would like to receive notification of job vacancies at our station, please notify Terri Collums at 715 South Jefferson Street Jackson, Mississippi 39201 or [tcollums@wlbt.com](mailto:tcollums@wlbt.com). WLBT-TV is an Equal Opportunity Employer and encourages minorities and females to apply.

Names of Station Personnel involved in Initiative:

Terri Collums, Business Manager/HR Coordinator/EEO Coordinator  
Spencer Smith, Marketing Director