

**WHSV-TV and WSVF-CD  
EEO PUBLIC FILE REPORT  
06/01/2022 - 05/31/2023<sup>1</sup>**

**1. VACANCY LIST**

See **Master Recruitment Source List (MRSL)** for recruitment source data

| <b>Job Title</b>              | <b>Recruitment Sources (RS)<br/>Used to Fill Vacancy</b>                        | <b>RS Referring<br/>Hiree</b> |
|-------------------------------|---|-------------------------------|
| WEEKEND ANCHOR/REPORTER       | 1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 20, 22, 24, 29, 30, 38, 39, 40, 41 | 30                            |
| TECHNICAL MEDIA PRODUCER      | 1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 20, 22, 24, 29, 38, 39,40, 41      | 30                            |
| TECHNICAL MEDIA PRODUCER      | 1, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 20, 22, 24, 29, 38, 39,40, 41      | 30                            |
| ACCOUNT EXECUTIVE             | 1, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 20, 24, 29, 38, 39, 40, 41        | 30                            |
| MMJ – BUREAU REPORTER         | 4, 5, 11, 12, 14, 16, 18, 38, 39, 40, 41  | 39                            |
| NEWS EDITOR                   | 4, 5, 11, 12, 14, 16, 18, 38, 39, 40, 41  | 30                            |
| TRAFFIC/CONTENT COORDINATOR   | 1, 4, 5, 11, 12, 14, 16, 18, 38, 39, 40, 41                                     | 33                            |
| TECHNICAL MEDIA PRODUCER      | 1, 4, 5, 11, 12, 14, 16, 18, 38, 39, 40, 41                                     | 38                            |
| TECHNICAL MEDIA PRODUCER      | 1, 4, 5, 11, 12, 14, 16, 18, 38, 39, 40, 41                                     | 38                            |
| DIGITAL CONTENT PRODUCER      | 4, 5, 11, 12, 14, 16, 18, 38, 39, 40, 41  | 39                            |
| EXECUTIVE SALES COORDINATOR   | 38, 39, 41, 42  | 42                            |
| NEWS ANCHOR/PRODUCER W/NIGHTS | 1, 2, 4, 5, 11, 12, 14, 16, 18, 30, 38, 39, 41                                  | 2                             |
| ASSISTANT CHIEF ENGINEER      | 38, 39, 41, 42  | 42                            |
| MMJ (BUREAU REPORTER)         | 1, 4, 5, 9, 10, 11, 12, 14, 16, 17, 18, 30, 38, 39, 41                          | 30                            |
| SPORTS DIRECTOR               | 30, 38, 39, 41, 43  | 43                            |
| NEWS EDITOR                   | 4, 5, 9, 10, 11, 12, 14, 16, 17, 18, 38, 39, 41                                 | 39                            |

<sup>1</sup> This report was revised in June 2023 to address reporting discrepancies.

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**II. MASTER RECRUITMENT SOURCE LIST (MRSL)**

| <b>RS Number</b> | <b>RS Information<br/>6/1/22 - 5/31/23</b>  | <b>Source Entitled to Vacancy Notification? (Yes/No)</b> | <b>No. of Interviewees Referred by RS over 12-month period</b> |
|------------------|---|--|--|
| 1                | VA Association of Broadcasters –<br><a href="http://www.vabonline.com">www.vabonline.com</a> 630 Country Green Ln.,<br>Charlottesville, VA 22902, Contact- Doug Easter 434-977-3716                               | No   |  |
| 2                | National Association of Broadcasters - 1771 N Street NW, Washington, DC ( <a href="http://www.nab.org">www.nab.org</a> ) Contact- Karen Hunter, 202-429-5498  | No   | 1  |
| 3                | Virginia Employment Commission 1909A East Market St., Harrisonburg, VA 22801 540-434-2513<br><a href="http://www.vawc.virginia.gov">www.vawc.virginia.gov</a>   | No   |  |
| 4                | James Madison University, Harrisonburg, VA 22807,<br>Contact- David Chase 540-568-6229<br><a href="http://Handshake.com">Handshake.com</a>  | No   |  |
| 5                | Bridgewater College, Office of Career Services,<br>Bridgewater, VA 22812 540-828-5369<br><a href="http://Handshake.com">Handshake.com</a>   | No   |  |
| 6                | Blue Ridge Community College - email;<br><a href="mailto:careers@brcc.edu">careers@brcc.edu</a> , Contact- Elizabeth Hall, Student Services Coordinator, Weyers Cave, VA 24486<br>540-234-9261                    | No   |  |
| 7                | Eastern Mennonite College, Career Services<br>1200 Park Rd., Harrisonburg, VA 22802,<br>540-432-4000<br><a href="http://Collegecentral.com/emu">Collegecentral.com/emu</a><br><b>Not entitled as of 8/31/2023</b> | No   |  |
| 8                | Mary Baldwin College, Staunton, VA 24401 email:<br><a href="mailto:sena@mbc.edu">sena@mbc.edu</a> 540-887-7221  | No   |  |
| 9                | Shenandoah University, 1460 University Drive,<br>Winchester, VA 22601, 800-432-2266, 540-665-4500,<br><a href="http://Handshake.com">Handshake.com</a>  | No   |  |
| 10               | Old Dominion University, Career Mgmt., 2202 Webb Center, Norfolk, VA 23529 Contact- Andrea Harrell<br><a href="http://handshake.com">handshake.com</a>  | No   |  |
| 11               | Virginia Tech, Blacksburg, VA Contact- Vickie,<br><a href="http://Handshake.com">Handshake.com</a>  | No   |  |

|    |  |    |    |
|----|--|----|----|
| 12 | UNC-Chapel Hill<br>919-843-7813<br>Handshake.com   | No |    |
| 13 | Elon University<br>Ross Wade, Assistant Director of Career Services<br>336-278-5869, <a href="mailto:rwade2@elon.edu">rwade2@elon.edu</a>  | No |    |
| 14 | Virginia Commonwealth University<br>P.O. Box 842034, Richmond, VA 23284<br>804-828-4203<br>Handshake.com   | No | 1  |
| 15 | Massanutten Technical Center<br>email: <a href="mailto:smongold@rockingham.k12.va.us">smongold@rockingham.k12.va.us</a><br>325 Pleasant Valley Rd., Harrisonburg, VA 22801<br>540-434-5961 | No |    |
| 16 | Longwood University<br>Handshake.com   | No |    |
| 17 | Marshall University<br>Handshake.com   | No |    |
| 18 | Christopher Newport University<br>Handshake.com  | No |    |
| 19 | Spots N Dots email: <a href="mailto:ads@spotsndots.com">ads@spotsndots.com</a><br>web: <a href="http://www.spotsndots.com/joblistings.asp">http://www.spotsndots.com/joblistings.asp</a>   | No |    |
| 20 | TV Jobs, <a href="http://www.tvjobs.com">www.tvjobs.com</a><br>Contact- Mark Holloway  | No |    |
| 21 | Production Hub<br><a href="http://www.productionhub.com">www.productionhub.com</a>   | No |    |
| 22 | Media Line – email: <a href="mailto:Mark@medialine.com">Mark@medialine.com</a> , web:<br><a href="http://www.medialine.com">www.medialine.com</a>  | No |    |
| 23 | SBE.org<br>Society of Broadcast Engineers  | No |    |
| 24 | Creative Jobs Central<br><a href="http://www.creativejobscentral.com">www.creativejobscentral.com</a>  | No |    |
| 25 | Snag-A-Job<br><a href="https://www.snagajob.com">https://www.snagajob.com</a>  | No |    |
| 26 | VA Job Connections<br><a href="http://www.vajobconnections.com">http://www.vajobconnections.com</a>  | No |    |
| 27 | TVNewsCheck.com  | No |    |
| 28 | Daily News Record, P.O. Box 193, Harrisonburg, VA<br>22802, web: <a href="http://www.dnronline.com">http://www.dnronline.com</a>   | No |    |
| 29 | Northeast Neighborhood Association<br><a href="mailto:taya_va@yahoo.com">taya_va@yahoo.com</a>   | No |    |
| 30 | Gray Employee Referral   | No | 25 |
| 31 | Non-Employee Referral  | No |    |
| 32 | TV3 On-Air Commercial Advertising  | No |    |
| 33 | Walk-Ins   | No | 2  |
| 34 | Internship Program   | No |    |
| 35 | Job Fair   | No |    |
| 36 | Linked In  | No |    |
| 37 | Facebook   | No |    |
| 38 | Indeed.com   | No | 15 |
| 39 | Gray TV/Careers <a href="mailto:Jobs@gray.tv">Jobs@gray.tv</a>   | No | 20 |

|                              |  |    |    |
|------------------------------|--|----|----|
| 40                           | Handshake.com                                      | No | 2  |
| 41                           | Careerbuilder.com                                  | No |    |
| 42                           | Internal Hire/Promotion                            | No | 2  |
| 43                           | STAAtalent.com (not contacted directly by station) | No | 1  |
| Total Number of Interviewees |  |    | 69 |

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**III. RECRUITMENT INITIATIVES**

|          | <b>TYPE OF RECRUITMENT INITIATIVE</b>                                     | <b>BRIEF DESCRIPTION OF ACTIVITY</b>  |
|----------|---|---|
| <b>1</b> | Activities Designed to Disseminate Information about Broadcasting Careers | The station participates in and advertises the Virginia Association of Broadcaster Job Bank. A schedule airing on WHSV TV3 informs the public about posting resumes and reviewing jobs on the Virginia Association of Broadcasters website. Promotion of this website airs daily, Monday – Sunday.  |
| <b>2</b> | Participate in Job Fairs  | <p>On 2/17/23 our General Manager/News Director, Assistant News Director, a reporter and a producer presented to a media/journalism college course at James Madison University.</p> <p>On 3/21/23 our Assistant News Director, Traffic Manager, Content Creator and Weekend Anchor attended the Worlds of Work Career Fair to speak with 2,500 middle school students from across our viewing area about different careers at the station.</p>  |
| <b>3</b> | Station Tours   | <p>The station held tours with various schools in our viewing area touring the station and discussing media careers.</p> <p>Our morning meteorologist has presented in local schools on the following occasions:</p> <p>April 3, 2023, Waterman Elementary- spoke with elementary students about my job and had students give their own forecasts</p> <p>March 1st, 2023, - Clymore ES- spoke with elementary students about my job and had students give their own forecasts</p> <p>September 26, 2022- WARE Elementary School- spoke with elementary students about my job and what goes into weather forecasting</p> <p>April 21, 2023- STEM Day at Montevideo middle school- spoke with elementary students about my job and had students give their own forecasts</p> <p>April 24, 2023-school visit at River Bend Elementary School- spoke with students about my job and the different weather seasons</p> |
| <b>4</b> | Internship Program  | Between 9/14/2022-12/12/2022 Spotswood High School Senior shadowed positions in all departments.  |
| <b>5</b> | EEO Training  | Our Office Manager watched a webinar training on the FCC’s EEO Rules and Regulations provided by Wiley Rein, originally recorded on April 20, 2023.   |

