

**EEO PUBLIC FILE REPORT**  
**For the period 8-1-2006 through 7-31-2007**

The report covers the following employment units:

<u>Call Sign</u>	<u>Facility</u>	<u>Type of Station</u>	<u>Location</u>
WTTW	10802	Non-Commercial	Chicago, IL
WFMT	10801	Commercial	Chicago, IL

**A.** The following is a listing of job vacancies which became available between 8-1-2006 & 7-31-2007

	<u>Job Title</u>	<u>Date of Opening</u>	<u>Date Filled</u>	<u>Recruitment Source</u>
1	Web Producer	8/8/06	Removed	
2	Development Assistant	8/31/06	10/6/06	Internal
3	Media Resource Center Assistant	9/27/06	10/24/06	Company Website
4	Account Executive	10/9/06	11/5/06	Staff Referral
5	Manager, On-Air Fundraising Operations	10/11/06	10/26/06	Internal
6	Data Entry Operator/Customer Svc Rep	10/18/06	3/12/07	Yahoo Hotjobs.com
7	Dev Director, Planned and Major Gifts	10/24/06	11/30/06	AFPchicago.org
8	Marketing Coordinator, Direct Response	10/26/06	12/19/06	Company Website
9	Development Coordinator	10/26/06	12/27/06	Idealist.org
10	Database Operations Coordinator	10/26/06	Open	
11	Producer Host	11/16/06	Open	
12	Project Manager, Direct Response	11/29/06	Open	
13	Licensing Manager	12/13/06	2/14/07	Internal
14	Account Executive	1/15/07	1/24/07	Staff Referral
15	Account Executive	1/16/07	2/16/07	Staff Referral
16	Manager, Media Research Strategy	1/23/07	3/22/07	Internal
17	Development Coordinator	1/30/07	4/16/07	Idealist.org
18	Business Support Coordinator	3/14/07	4/9/07	Internal
19	Manager, IT Networks and Systems	3/21/07	5/14/07	Craigslist.org
20	Assistant Producer	3/28/07	5/17/07	Internal
21	Customer Service Representative	4/6/07	4/12/07	Internal
22	Data Entry Operator	4/18/07	7/3/07	Chicago Reader
23	Data Entry Operator	4/18/07	5/9/07	Chicago Reader
24	Data Entry Operator	4/25/07	6/29/07	Npo.net
25	Board Operator	5/9/07	Open	
26	Traffic Assistant	5/9/07	6/6/07	Intern
27	Facilities Coordinator	5/17/07	Open	
28	Manager, Development Operations	5/17/07	6/28/07	Former Employee
29	Marketing Coordinator/Administrative Asst	6/26/07	7/16/07	Intern
30	Manager, Accounts Receivable	6/26/07	Open	
31	PM Receptionist	7/10/07	Open	
32	Web Developer	7/17/07	Open	

B. The following recruitment sources were faithfully contacted for each of the 32 vacancies for full-time jobs listed above.

	<u>Organization</u>	<u>Address</u>	<u>Contact Person</u>	<u>Phone Number</u>
1	NAACP	800 E. 78th St., Chicago	Rev James Demus III	773-487-9600
2	Operation Push	930 E. 50th St., Chicago	Marnie Trotter-Banks	773-373-3366
3	Chicago Urban League	4510 S. Michigan, Chicago	John Campbell	312-692-0769
4	Spanish Coalition for Jobs	2011 W. Pershing Rd., Chicago	Cilia Lopez	773-247-0707
5	Asian Human Services	4753 N. Broadway, Chicago	Ivan Li	773-728-2235
6	Anixter Center	6610 N. Clark Street, Chicago, IL	Dimitria Vandarakis	773-973-7900
7	Mayor's Office (Disabilities)	121 N. LaSalle St. Rm1104	Lavonzell Paige	312-744-7050
8	Illinois Center for Broadcasting	55 W. 22nd St. #240, Lombard	Mike Kendall	630-916-1700
9	Chicago Christian Ind. League	123 S. Green St., Chicago	Lekeeta Charley	312-421-0588
10	American Women Radio/TV	150 E. Huron #825, Chicago	Kimberly Rutter	312-994-9194
11	Illinois Dept. of Employment	527 S. Wells, Chicago	Dan Murphy	312-793-5000
12	Network Chicago Website	<a href="http://www.networkchicago.com">www.networkchicago.com</a>	Laura Backus	773-509-5422

In addition, the following organizations were contacted for full-time positions for the Job Titles 1, 2, 3, 6-13, 16-19, 21-25, 28 and 30-32 listed above:

13	Mediabistro.com	<a href="http://www.mediabistro.com">http://www.mediabistro.com</a>		
14	Careerbuilder.com	<a href="http://www.careerbuilder.com">http://www.careerbuilder.com</a>	Jennifer Giangrasso	773-527-5798
15	Monster.com	<a href="http://www.monster.com">http://www.monster.com</a>	Diane Gowens	800-MONSTER
16	Chicago Reader Newspaper	11 East Illinois Street, Chicago, IL		312-828-1140
17	Craigslist	<a href="http://craigslist.org">http://craigslist.org</a>		
	Association of Fundraising			
18	Professionals	<a href="http://afpchicago.org">http://afpchicago.org</a>		630-416-1166
19	Computerjobs	<a href="http://computerjobs.com">http://computerjobs.com</a>		202-328-2273
20	IIT Career Center			317-269-6274
21	Idealist.org	<a href="http://www.idealist.org">http://www.idealist.org</a>		212-843-3973
22	National Philanthropic Trust	<a href="http://www.npt.org">http://www.npt.org</a>		888-878-7900
23	North Park Axelson Career Ctr	<a href="http://www.northpark.edu/axelson/career">http://www.northpark.edu/axelson/career</a>		773-244-6200
24	AMPPR.org	<a href="http://amppr.org">http://amppr.org</a>		
25	DePaul University Career Ctr	<a href="http://careercenter.depaul.edu">http://careercenter.depaul.edu</a>		312-362-8437
26	Donors Forum	<a href="http://www.donorsforum.org/">http://www.donorsforum.org/</a>		312-578-0090
27	NPO.net	<a href="http://www.npo.net">http://www.npo.net</a>		
28	Devry University	<a href="http://www.devry.edu">http://www.devry.edu</a>	Lori Post	773-697-2081
29	Current Newspaper	<a href="http://current.org">http://current.org</a>		
30	TVandRadiojobs.com	<a href="http://tvandradijobs.org">http://tvandradijobs.org</a>		
	National Assoc of			
31	Broadcasters Ed Foundation	<a href="http://nab.org">http://nab.org</a>		
32	Radio Online	<a href="http://jobs.radio-online.com">http://jobs.radio-online.com</a>		
33	Columbia College		E. Matthews	312-344-7415
34	Pioneer Press	<a href="http://www.chicagojobs.com">http://www.chicagojobs.com</a>		
35	Dice	<a href="http://www.dice.com">http://www.dice.com</a>		
36	Creative Hotlist	<a href="http://creativehotlist.com">http://creativehotlist.com</a>		
	School of the Art Institute of	<a href="http://www.easeart.com">http://www.easeart.com</a>		
37	Chgo			
38	PBS	<a href="http://pbs.org">http://pbs.org</a>		
39	CPB Jobline	<a href="http://cpb.org">http://cpb.org</a>		
40	8List	<a href="http://job.8list.com">http://job.8list.com</a>		
41	Job Search USA	<a href="http://www.jobsearchusa.org">http://www.jobsearchusa.org</a>		
42	Workplace Diversity	<a href="http://workplacediversity.com">http://workplacediversity.com</a>		

C. A total of 122 people were interviewed for these vacancies. The following is a list of the total number of interviewees referred by each recruitment source shown in Section B above:

<u>Recruitment Source</u>	<u>Total Number of Interviewees</u>
Company Website	27
Staff Referrals	10
Internal Candidates	22
Craigslist	6
Careerbuilder	6
Hotjobs	8
AFP	1
Chicago Reader	28
NPO	3
Idealist	11

D. A total of 122 people were interviewed for these vacancies. The following is a list of the total number of interviewees referred by each recruitment source shown in Section B above:

<u>Position</u>	<u>Co. Web</u>	<u>Staff Referral</u>	<u>Int</u>	<u>Craigslist</u>	<u>Career Builder</u>	<u>Hotjobs</u>	<u>AFP</u>	<u>Chgo Rdr</u>	<u>NPO</u>	<u>Idealist</u>
Development Assistant			2							3
Media Resource Ctr Assistant	3		2							
Account Executive	1	1								
Mgr. On-Air Fundraising Ops			1							
Data Entry Op/Cust Svc Rep						4		1		
Dev Dir, Planned & Major Gifts	1	2					1			
Mkting, Coordinator, Dir Resp	5		1	3	3				1	
Development Coordinator										5
Licensing Manager	3	1		1	3					
Account Executive			1							
Account Executive		2								
Mgr, Media Research Strategy			1			4				
Development Coordinator										3
Business Support Coordinator			1							
Mgr, IT Networks and Systems				2						
Assistant Producer	7	3	7							
Customer Svc Rep			1							
Data Entry Operator								7		
Data Entry Operator								10	1	
Data Entry Operator								10	1	
Traffic Assistant	7		3							
Mgr, Development Ops		1	1							
Mkting Coordinator/Admin Asst			1							

## Summary Description of Supplemental Outreach Initiatives

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### ***Specify First Initiative:***

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Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting.

### ***Describe activities undertaken to fulfill that initiative:***

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#### **The Award of the WTTW Minow Fellowship:**

- ❖ Awarded to graduate students interested in broadcasting from The Medill School of Journalism at Northwestern University (Medill)
  - ❖ Applicants are asked to submit a resume and essay indicating their interest in the broadcasting field
  - ❖ Announcement of fellowship, student interviews and selection of top 3 candidates by Medill
  - ❖ The final candidate, selected by WTTW, will serve as an Assistant Producer for nightly news show, Chicago Tonight
  - ❖ WTTW awards one fellowship per year
  - ❖ The WTTW Minow Fellowship was awarded this year for the twelve (12) week period ending March of 2007.
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### ***Specify Second Initiative:***

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Establishment of an intern program designed to assist members of the community to acquire skills needed for broadcast employment.

### ***Describe activities undertaken to fulfill that initiative:***

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#### ***Television Production Internships***

- ❖ For students from participating colleges or universities interested in a career in Broadcasting

For Fall Internships – apply by mid July  
For Winter Internships – apply by late November

For Spring Internships – apply by mid February  
For Summer Internships – apply by mid April

- ❖ Work in Television Production in one of four areas:
  1. Arts & Entertainment
  2. Documentaries & Public Affairs specials
  3. News and current affairs (Chicago Tonight)
  4. Documentaries from Chicago's past (Chicago Stories)
- ❖ Recruitment through company website and announcements made within local colleges and universities specializing in broadcasting
- ❖ Year-round internships are available with the (above) application deadlines
- ❖ Internships are on-going with approximately 35 students participating each year
- ❖ Applicants should contact Yvonne Davis, Internship Coordinator at (773) 509-5541

***“Find Your Future” Internship with the Illinois Department of Children & Family Services (DCFS)***

- ❖ For youth in the care of the DCFS
- ❖ College students with a full-time schedule and a “C” average
- ❖ Full-time, 10 week summer internship
- ❖ Provides meaningful work experience in their field of interest

***Mayor Daley’s “KidStart” Summer Jobs Program***

- ❖ To positively impact Chicago's youth by exposing them to various career options
- ❖ Youth, ages 16-21
- ❖ One part-time paid summer internship
- ❖ Youth apply on-line or at their local high school. The Chicago Department of Children and Youth Services prescreens candidates and provides job readiness training
- ❖ Applicant is selected through in-person interview.

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***Specify Third Initiative:***

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Participation in general outreach efforts through job banks, Internet and other similar programs.

***Describe activities undertaken to fulfill that initiative:***

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- ❖ Post available positions with online job banks with a diverse audience.
- ❖ Post all available positions on company website
- ❖ Post available positions with EEO organizations
- ❖ Posting of many positions in community newspapers (Chicago Tribune, Reader) and job banks reaching a diverse population.
- ❖ Development of relationships with community colleges and universities

***Specify Fourth Initiative***

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Listing each upper-level opening in a job bank or newsletter of a media trade group with broad-based membership including the participation of women and minorities.

***Describe activities undertaken to fulfill that initiative:***

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- ❖ Communicate available positions with the following organizations:
  - ❖ Chicago Association of Black Journalists
  - ❖ Illinois Center for Broadcasting