

**EEO PUBLIC FILE REPORT**  
**For the period of 8-1-2009 through 7-31-2010**

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 were filled between 8-1-2009 & 7-31-2010

<u>Job Title</u>	<u>Date of Opening</u>	<u>Date Filled</u>	<u>Recruitment Source</u>
1. Account Executive	2/17/2009	10/19/2009	Staff Referral
2. Communications & Development Coordinator	9/24/2009	10/19/2009	Website
3. Senior Web Designer	7/3/2008	2/15/2010	Website

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

<u>Organization</u>	<u>Address</u>	<u>Contact Person</u>	<u>Phone Number</u>
1. NAACP	1140 N. Lamon Avenue, Chicago, IL	Human Resources	773-261-5890
2. Operation Push	930 E. 50th Street, Chicago, IL	Felicia McQuitter	773-256-2723
3. Chicago Urban League	4510 S. Michigan, Chicago, IL	Trina Whatley	773-602-3019
4. Spanish Coalition for Jobs	2011 W. Pershing Rd., Chicago, IL	Cilia Lopez	773-247-0707 x. 213
5. Asian Human Services	4820 N. Broadway, 3rd Fl, Chicago, IL	Amanda Jones	773-293-8119
6. Anixter center	2001 N. Cylbourn Ave, 3rd Fl, Chicago, IL	Helene Levine	773-248-6500 x. 249
7. Mayor's Office (Disabilities)	121 N. LaSalle St, Ste 1104, Chicago, IL	Lavonzell Paige	312-746-5743
8. Illinois Center for Broadcasting	55 W. 22nd Street, #240, Lombard, IL	John Wassel	630-916-1700 x.3114
9. Chicago Christian Ind. League	2750 W. Roosevelt Road, Chicago, IL	Marvin Coklow	773-435-8300
10. American Women Radio/TV	150 E. Huron #825, Chicago, IL	Rebecca Shiffman	773-615-5377
11. Illinois Dept. of Employment	527 S. Wells, Chicago, IL	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 position, Job Title 3 listed above:

1. Craigslist.com <http://chicago.craigslist.org>
2. Columbia College [http://www.colum.edu/Students/Career/Student\\_Employment/Recruiting.php](http://www.colum.edu/Students/Career/Student_Employment/Recruiting.php)
3. Northeastern Illinois University <http://www.neiu.edu/~deptpoff/employers/internships.htm> Cathy Duffy - Fax: 773-442-4900

C. A total of 16 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 # of Interviewees</u>
Company Website	8
Staff Referrals	3
Internal Candidate	2
Columbia College	
Northeastern Illinois University	
Craigslist.com	3

D. A total of 16 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:

<b><u>Position</u></b>	<b><u>Company Website</u></b>	<b><u>Referral</u></b>	<b><u>Internal</u></b>	<b><u>Columbia College</u></b>	<b><u>Northeastern IL University</u></b>	<b><u>Craigslist</u></b>
Account Executive	3	2				
Comm & Dev Coordinator	3	1	2			
Senior Web Designer	2					3

## 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 June 18, 2010.
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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
  - ❖ 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
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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