



**WMFE-TV/FM
EEO Public File Report
for the period
September 22, 2008 – September 21, 2009**

Full-Time Vacancies Filled
Web Producer
Membership & Special Events Coordinator
Membership Premium & Web Coordinator
Membership Coordinator a/k/a Membership Premium & Web Coordinator

Recruitment Sources that referred the people interviewed for all full-time positions:

RECRUITMENT SOURCE	NUMBER INTERVIEWED
Orlando Sentinel/Career Builder	8
WMFE Website	12
WMFE Staff Member	2
Full Sail	1
Monster.com	1
Indeed.com	1
APF Website	1
FPRA Website	1
CFEC	1
CPB	1



REPORT OF FULL-TIME JOB VACANCY FILLED

JOB TITLE	WEB PRODUCER
Station Unit	Channel 24 & 90.7 FM
Date Filled	04/06/2009
Recruitment Source Referring Person Hired	Orlando Sentinel/Career Builder
Total # of Interviewees	5
Referral Sources for Interviewees	Orlando Sentinel/Career Builder - 1 WMFE Staff Member - 1 WMFE Website – 1 Full Sail – 1 Monster.com - 1

Recruitment Sources Used:

- WMFE Website
- PBS Connect
- Corporation for Public Broadcasting
- Employers Association of Central Florida
- ***ProductionHub.com (production jobs only)
- TV Jobs.com
- Craigslist
- Orlando Sentinel
- Full Sail (production jobs)
- ***Human Services Outcomes
- ***Goodwill Self Sufficiency Job Center
- J. Clifford Curley/former WMFE Board member
- Arthur N. Litowitz, DMD, WMFE Board member
- Ray Gilley, WMFE Board member
- Joy Sabol, WMFE Board member
- Areej Zufari, WMFE Board member
- Judy Duda, WMFE Board member
- Gary Williams, WMFE Board member
- Florida Association of Broadcasters
- NAACP – Seminole County Branch
- NAACP – Orange County Branch
- Florida Metropolitan University
- ***Goodwill Industries of Central Florida
- Rollins College
- Valencia Community College
- Orlando Employment Resource Services
- ***Central Florida Employment Council
- Helen Von Dolteren-Vournier
- David A. Auerbach, M.D.
- Mayra Uribe
- Ana Tangel-Rodriguez
- Bill Sublette
- David Smuckler, M.D.
- Linda Landman Gonzalez

Stacey Kelley Gonzalez
Derek Blakeslee
Ned Allen
Everest University
***CSB School of Broadcasting
Florida Metropolitan University
The CENTER - GLBCC
University of Central Florida
Central Florida Assn. Of Black Journalists & Broadcasters
WUCF-FM
Team Staffing Services
Marjorie Bekaert Thomas/former WMFE Board Chair
Paul Snead, Jr./former WMFE Board Chair/minority
Mario L. Neal/former WMFE Board member/minority
Lynne M. White/former WMFE Board member
***Staci Brown, Job Specialists
Metro Orlando Urban League
Asian American Chamber of Commerce
Hispanic Chamber of Commerce
Kevin G. Lajeunesse/Quest Works (assists disabled)
***A. David Okeowo, Alabama State University/Dept. of
Communications
WMFE In-House Posting
WMFE Job Line (automated attendant greeting menu item)
WMFE News (in-house e-mail system)

***Requested inclusion on the notification list of employment openings



REPORT OF FULL-TIME JOB VACANCY FILLED

JOB TITLE	MEMBERSHIP & SPECIAL EVENTS COORDINATOR
Station Unit	Channel 24 & 90.7 FM
Date Filled	07/27/2009
Recruitment Source Referring Person Hired	Internet
Total # of Interviewees	7
Referral Sources for Interviewees	Orlando Sentinel/Career Builder - 3 WMFE Staff Member – 1 WMFE Website – 3

Recruitment Sources Used:

WMFE Website
PBS Connect
DEI
Corporation for Public Broadcasting
Employers Association of Central Florida
***ProductionHub.com (production jobs only)
Orlando Sentinel
***Human Services Outcomes
***Goodwill Self Sufficiency Job Center
J. Clifford Curley/former WMFE Board member
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Ray Gilley, WMFE Board member
Joy Sabol, WMFE Board member
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REPORT OF FULL-TIME JOB VACANCY FILLED

JOB TITLE	MEMBERSHIP PREMIUM & WEB COORDINATOR
Station Unit	Channel 24 and 90.7 FM
Date Filled	07/15/2009
Recruitment Source Referring Person Hired	Orlando Sentinel/Career Builder
Total # of Interviewees	11
Referral Sources for Interviewees	Orlando Sentinel/Career Builder - 3 WMFE Website – 5 Indeed.com – 1 APF Website – 1 FPRA Website – 1

Recruitment Sources Used:

- WMFE Website
- PBS Connect
- DEI
- Corporation for Public Broadcasting
- Employers Association of Central Florida
- Orlando Sentinel
- ***Human Services Outcomes
- ***Goodwill Self Sufficiency Job Center
- J. Clifford Curley/former WMFE Board member
- Arthur N. Litowitz, DMD, WMFE Board member
- Ray Gilley, WMFE Board member
- Joy Sabol, WMFE Board member
- Areej Zufari, WMFE Board member
- Judy Duda, WMFE Board member
- Gary Williams, WMFE Board member
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REPORT OF FULL-TIME JOB VACANCY FILLED

JOB TITLE	MEMBERSHIP COORDINATOR A/K/A MEMBERSHIP PREMIUM & WEB COORDINATOR
Station Unit	Channel 24 & 90.7 WMFE-FM
Date Filled	09/11/2009
Recruitment Source Referring Person Hired	CPB
Total # of Interviewees	6
Referral Sources for Interviewees	Orlando Sentinel/Career Builder – 1 WMFE Website – 3 CFEC – 1 CPB – 1

Recruitment Sources Used:

- WMFE Website
- PBS Connect
- Corporation for Public Broadcasting
- Employers Association of Central Florida
- Workforce Central Florida
- Orlando Sentinel
- ***Human Services Outcomes
- ***Goodwill Self Sufficiency Job Center
- J. Clifford Curley/former WMFE Board member
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- Ray Gilley, WMFE Board member
- Joy Sabol, WMFE Board member
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OUTREACH INITIATIVES
for
9/22/08 – 9/21/09

WMFE has successfully initiated and completed the following outreach initiatives during this reporting period:

PROVIDING TRAINING TO MANAGEMENT LEVEL PERSONNEL AS TO METHODS OF ENSURING EQUAL EMPLOYMENT OPPORTUNITY AND PREVENTING DISCRIMINATION

All supervisors attended a webinar conducted by ADP TotalSource, a human resources consultant, on Workplace Harassment. The webinar covered recognizing and preventing workplace harassment. Each supervisor answered a questionnaire to help affirm the principles which were learned.

INTERNSHIP PROGRAM

The Orlando area has a wealth of students to draw from for its internship program – UCF, Full Sail University, and various community colleges and high schools. Faced with a reduction in workforce over the past year, interns have provided a stable source for assistance. WMFE has used 5 interns in the Radio News Department, one intern in the Radio Music Department, and one intern in the TV/Radio Membership Department.

LISTING OF EACH UPPER-LEVEL CATEGORY OPENING IN A JOB BANK OR NEWSLETTER OF MEDIA TRADE GROUPS WHOSE MEMBERSHIP INCLUDES SUBSTANTIAL PARTICIPATION OF WOMEN AND MINORITIES
Every position opening was posted with the Florida Association of Broadcasters.

PARTICIPATE IN 4 JOB FAIRS

The Director of Human Resources participated in a job fair for graduates and alumni at Rollins College in March, 2009.

PARTICIPATE IN 4 EVENTS SPONSORED BY EDUCATIONAL INSTITUTIONS RELATING TO CAREER OPPORTUNITIES IN BROADCASTING

This past year our Sr. Radio News Analyst addressed the *Government and the Media* class at Valencia Community College, conducted audio demonstrations, and demonstrated technology as though he was preparing a radio news story in the field. Students who attended had comments such as, “I really felt part of the story”, “really made me interested in the way public radio is produced” and “educational, especially on how editing works.” The class prompted great interest in public broadcasting careers.



Master Recruitment Source Contact Information

Internet Websites

RECRUITMENT SOURCE
WMFE Website www.wmfe.org Telephone: 407/273-2300 x147 Contact: Julia Downs
PBS Connect Job Postings http://connect.pbs.org/ Telephone: 703/739-5000
DEI (radio version of PBS on-line) <i>(Development/Management positions only)</i> Telephone: 888/454-2314 www.deiworksite.org
Corporation for Public Broadcasting Telephone: 202/879-9600 http://stations.cpb.org/jobline/
Employers Association of Central Florida Contact Person: Christine Crews Telephone: 407/260-6556 www.eafinc.org
Workforce Central Florida 707 Mendham Boulevard, Suite 250 Orlando, FL 32825 www.employflorida.com 407/531-1222 x2037 Contact: Raj Daswani
***ProductionHUB.com, Inc. (free) Tara Withrow 801 W. Fairbanks Avenue Winter Park, FL 32789 407/629-4122
Public Radio Program Directors Telephone: 310/664-1591 www.prp.org
Florida Southern College Contact: Xuchitl N. Coso, Director of Career Development Telephone: 863-680-4390 http://www.collegecentral.com/flsouthern
Mandy.com www.mandy.com
TV Jobs.com Fax: 760/754-2115 www.tvjobs.com
AM/FM Jobs amfmjobs.com
Craigslist www.craigslist.org
Journalism Jobs journalismjobs.com

E-Mail

RECRUITMENT SOURCE
Orlando Sentinel Classified Ad Contact Person: Kitty Cooper Telephone: 407/420-6051 Fax: 407/420-6077 E-mail: kcooper@orlandosentinel.com
Newslink Digest (radio jobs) Minnesota Public Radio E-mail: ekerr@mpr.org
NPR Southern Bureau (radio jobs) Russell Lewis, Chief E-mail: RDLewis@npr.org
The Bottom Line (PBMA Publication) (financial/admin jobs) Telephone: 803/799-5517 x117 Contact: Chuck McConnell E-mail: BottomLine@PBMA.org
Full Sail (technical jobs only) Career Development 3300 University Boulevard Winter Park, FL 32792 407/679-0100 Karen Trudeau ktrudeau@fullsail.com
Florida Blue Sheet 7238 Hiwassee Oak Road Orlando, FL Phone: 407/292-7458 Fax: 407/290-6528 E-mail: Bluesheet@juno.com
Professional Recruitment Firm Livingston & Associates Contact Person: Tom Livingston Telephone: 410/243-1974 Fax: 703/698-8083 livingst@erols.com
Current 1612 K Street, N.W. Suite 704 Washington, DC 20006 Phone: 202/463-7055 Fax: 301-270-7241 E-mail: classifieds@current.org
Broadcasting & Cable (B&C) 245 West 17 th Street New York, NY 10011 Contact Person: Katie Rosa/Variety.com Phone: 323-965-2089 Fax: 323-549-4140 E-mail: katie.rosa@variety.com
Association of Fundraising Professionals Central Florida Chapter Ken D'Apice, Chapter Coordinator Phone: 407-927-6318 E-mail: mail@afpcentralflorida.org

***Human Services Outcomes

(Hire A Veteran)
2206 Westchester Way
Lady Lake, FL 32162
Phone: 352-751-6014
Contact: Lynn E. Shields
E-mail: dickandlynnes@comcast.net

***Goodwill Self Sufficiency Job Center

112 S. Sanford Avenue
Sanford, FL 32771
Contact: Belinda Newkirk
Phone: 407-936-0469
E-mail: bnewkirk@goodwillcfl.org
407/936-0469

J. Clifford Curley
1262 Lake Willisara Circle
Orlando, FL 32806
Contact Person: J. Clifford Curley
407/425-4947
E-mail: jccurley1@earthlink.net

Arthur N. Litowitz, DMD
5300 South Atlantic Avenue #5601
New Smyrna Beach, FL 32169
Phone: 386-428-2142
Fax: 386-424-1767
E-mail: arthur.litowitz@gmail.com

Mr. Ray Gilley
President & Chief Executive Officer
Metro Orlando Economic Development Commission
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Orlando, FL 32801
Phone: 407-422-7159 x206
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Ms. Joy Sabol
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Windermere, FL 34786
Phone: 407-909-1572
E-mail: joy.sabol@lmco.com

Mr. Areej Zufari
1840 Laurel Road
Winter park, FL 32789
Phone/Fax: 407-645-4243
E-mail: AreejZufari@aol.com

Ms. Judy Duda
1721 Rebel Run
Oviedo, FL 32765
Phone: 407-365-3613
Fax: 407-365-3212
E-mail: judyduda@msn.com

Gary Williams
Coldwell Banker Residential Real Estate, Inc.
211 E. Colonial Drive
Orlando, FL 32801
Phone: 407-841-6060 x300
Fax: 407-649-4353
E-mail: gary.williams@floridamoves.com

<p>Karen Hickey Florida Association of Broadcasters (Job Bank) 201 South Monroe Street #201 Tallahassee, FL 32301 Phone: 850-681-6444 Fax: 850-222-3957 E-mail: fabintern@hotmail.com</p>
<p>NAACP Seminole County Branch P. O. Box 4113 Sanford, FL 32772-4113 Contact Person: 407/328-7496 E-mail: naacp-seminole@prodigy.net</p>
<p>NAACP Orange County Branch P. O. Box 618282 Orlando, FL 32861 407/425-9811 E-mail: vtindal@centralfloridapal.org</p>
<p>Florida Metropolitan University 2401 North Harbor City Boulevard Melbourne, FL 32935 Contact Person: Catherine M. Mallozzi 321-253-2929 x41 E-mail: cmalozz@cci.edu</p>
<p>***Goodwill Industries of Central Florida, Inc. 112 S. Sanford Avenue Sanford, FL 32771 E-mail: sssc@goodwillcfl.org</p>
<p>Rollins College Career Services 1000 Holt Avenue – 2587 Winter Park, FL 32789 E-mail: careerservices@rollins.edu</p>
<p>Valencia Community College 1800 S. Kirkman Road Orlando, FL 32811 407-582-3353 Contact Person: Carmen Diaz, Placement Coordinator E-mail: cdiaz@valenciacc.edu</p>
<p>Orlando Employment Resource Services 10502 Satellite Boulevard, Suite C Orlando, FL 32837-8426 Contact Person: Gloria Purcell 407-826-9375 E-mail: purcellgj@ldsmail.net</p>
<p>Central Florida Employment Council 450 Seminola Boulevard Casselberry, FL 32707 Contact Person: Paulette Weir 407-834-4223 E-mail: pjm@christianhelp.org</p>
<p>Helen Von Dolteren-Fournier AEGIS Law Firm, P.L. 1936 Howell Branch Road Winter Park, FL 32792 407-539-3939 x223 E-mail: hvdf@cfl.rr.com</p>

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Ana Tangel-Rodriguez
Tangel-Rodriguez & Associates
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818 S. Main Lane
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Linda Landman Gonzalez
Orlando Magic
8701 Maitland Summit Boulevard
Orlando, FL 32810
407-916-2530
E-mail: lgonzalez@orlandomagic.com

Stacey Kelley Gonzalez
SunTrust Banks, Inc.
Orlando Credit Resource Center
7455 Chancellor Drive
Orlando, FL 32809
407-762-7019
E-mail: stacey.gonzalez@SunTrust.com

Derek Blakeslee
Sines, Girvin, Blakeslee & Campbell, CPA's P.A.
800 South Dillard Street
Winter Garden, FL 34787
407-656-6611 x114
E-mail: derek@sgbc.us

Ned Allen
11124 Coniston Way
Windermere, FL 34786
407-909-8951
E-mail: nedallen1@mac.com

Everest University
5421 Diplomat Circle
Orlando, FL 32810
Contact Person: Erin Halloran
407/628-5870 x131 and x129
E-mail: ehalloran@cci.edu

***CSB School of Broadcasting
5323 Millenia Lakes Boulevard
Suite 120
Orlando, FL 32839
Contact: Monica Cesario
407-770-6777
E-mail: csborlando@gocsb.com

Facsimile Transmissions

RECRUITMENT SOURCE

Chronicle of Philanthropy
1255 – 23rd Street, N.W.
Washington, DC 20037
Phone: 202/466-1230
Fax: 202/296-2691

Jennifer Shafer
Intertec/Broadcast Engineering
Phone: 913/967-1732
Fax: 913/967-1735

Broadcasting
1705 DeSales Street, N.W.
Washington, DC 20036
Phone: 202/659-2340
Fax: 202/293-3278

TV Technology
Attn: Caroline
IMAS Publishing, Inc.
5827 Columbia Pike
Suite 310
Falls Church, VA 22041
phone: 703/998-7600 x 153
fax: 703/671-7409

The Non Profit Times
Len Blumstein
240 Cedar Knolls Road
Suite 318
Cedar Knolls, NJ 07927
phone: 973/734-1700
fax: 973/734-1777

Regular Mailing

RECRUITMENT SOURCE
Florida Metropolitan University 995 E. Memorial Boulevard #110 Lakeland, FL 33810 Contact Person: Cindy Herrick or Jennifer Griffin 863/686-1444
The CENTER - GLBCC 946 North Mills Avenue Orlando, FL 32803-3230 Contact Person: Michael Vance 407/228-8272
University of Central Florida Career Resource Center P. O. Box 160165 Orlando, FL 32816-0165 407/823-2361
Central Florida Assn. Of Black Journalists P. O. Box 745 Orlando, FL 32802 Contact Person: 407/251-3913
WUCF-FM 4000 Central Florida Blvd. Orlando, FL 32816 Contact Person: Kayonne Riley 407/823-5162
Team Staffing Services 6220 S. Orange Blossom Trail, Suite 511 Orlando, FL 32809 Contact Person: Beth Steele 407/888-4746
Ivanhoe Broadcast News P. O. Box 865 Orlando, FL 32802 Contact Person: Marjorie Bekaert Thomas 407/691-1500
Paul Snead, Jr. 212 Marker Street Altamonte Springs, FL 32701 Contact Person: Paul Snead, Jr. 407/831-0553
Wachovia Bank, N.A. 800 North Magnolia Avenue Suite 900 Orlando, FL 32803 Contact Person: Mario L. Neal 407/649-5441
Lynne M. White 2812 N. Westmoreland Drive Orlando, FL 32804 Contact Person: Lynne M. White 407/419-8542

<p>***Ms. Staci Brown Job Specialists, Inc. 797 Douglas Avenue Suite 151 Altamonte Springs, FL 32714 407/774-5627</p>
<p>Metro Orlando Urban League 2804 Belco Drive Orlando, FL 32808 Contact Person: Shellie-Ann Minnis 407/841-7654 x331</p>
<p>Marlene Lasch Asian American Chamber of Commerce P. O. Box 1586 Orlando, FL 32802 407/649-2069</p>
<p>Ramon Ojeda, President Hispanic Chamber of Commerce One Landmark Center 315 E. Robinson Street, Suite 365 Orlando, FL 32801 407/428-5870</p>
<p>Mr. Kevin G. Lajeunesse Quest Works P. O. Box 1300 Apopka, FL 32704 407/895-2499</p>
<p>***Mr. A. David Okeowo, Ph.D. Department of Communications Alabama State University P. O. Box 271 Montgomery, Alabama 36101-0271 334/229-4493</p>

Other

RECRUITMENT SOURCE
<p>WMFE In-House Posting Contact Person: Julia Downs Telephone: 407/273-2300 x147</p>
<p>WMFE Job Line (automated attendant greeting menu item) Contact Person: Julia Downs Telephone: 407/273-2300 x147</p>
<p>WMFE News (in-house e-mail system) Contact Person: Julia Downs Telephone: 407-273-2300 x147</p>
<p>Channel 24 Ad Telephone: 407/273-2300 x123 Kclarke@wmfe.org</p>
<p>90.7 WMFE-FM Ad Contact Person: Patrick Dalton Telephone: 407/273-2300 x135</p>

***Requested inclusion on the notification list of employment openings