

**WJCT TV-FM: Jacksonville, Florida  
EEO Public File Report  
September 30, 2019– September 29, 2020**

This EEO Report is filed both on-line and in WJCT’s public inspection file pursuant to Section 73.2080 of the Federal Communications Commission’s (FCC) rules.

**Attachment A** contains the following information for each full-time vacancy:

- The recruitment source(s) used to fill each vacancy,
- The recruitment source that referred the person hired for each full-time vacancy.
- The total number of persons interviewed for full-time vacancies during the preceding year and the total number of interviewees referred by each recruitment source used in connection with those vacancies.

**Attachment B** contains a list and brief description of Supplemental Outreach Initiatives completed for the defined reporting period.

**ATTACHMENT A**

Information Regarding Recruitment Sources Contacted for Full-Time Externally Recruited Vacancies. WJCT provides information as appropriate or upon request to the following sources.

**Externally Filled Positions**

<b>Job Vacancy/Title</b>	<b>Source(s)</b>	<b>Hiring Source</b>	<b># Interviewed</b>
Chief Engineer	14,15,16,19,24,27,34,45,48,55,56	47	2
Content Distribution Specialist (3 positions)	14,15,16,27,34,45,48,55,56	Position 1:16 Position 2:14 Position 3:14	6 (total)
Development Data Coordinator	14,15,16,27,34,55,56,	14	3
Reporter – FM	10,13,15,16,21,27,34,35,36,39,45,55,56,58,63	45	5
Traffic Specialist	14,15,16,27,34,55,56	14	2
Station Operations Specialist	14,15,16,27,34,55,56	14	1

1. The Florida Times Union 1 Riverside Ave./P.O. Box 1943 Jacksonville, Florida 32231 (904) 259-4321  Jobs.Jacksonville.com	No	0
2. The University of North Florida 4567 St. Johns Bluff Road South Jacksonville, Florida 32224 (904) 620-5104 <a href="mailto:Brooke.hammon@unf.edu">Brooke.hammon@unf.edu</a> <a href="http://www.unf.edu/careerservices/employers/">http://www.unf.edu/careerservices/employers/</a>	No	0
3. Florida State College at Jacksonville - North 501 West State Street Jacksonville, Florida 32202 (904) 633-5962  <a href="https://www.fscj.edu/student-services/career-development/employer-resources">https://www.fscj.edu/student-services/career-development/employer-resources</a>	No	0
4. Jacksonville University 2800 University Blvd. North <a href="https://www.ju.edu/careerresourcecenter/">https://www.ju.edu/careerresourcecenter/</a>	No	0
5. Flagler College 74 King Street St. Augustine, Florida 32085 (904) 826-8663 (via Handshake)	No	0
6. Broadcasting & Cable P.O. Box 15157 North Hollywood, California 91615 212-378-0400X517 Zahra Majama <a href="mailto:zmajama@nbmedia.com">zmajama@nbmedia.com</a>	No	0
7. Current Newspaper & Current.org 6930 Carroll Ave Takoma Park, Maryland 20912 <a href="mailto:alyne@current.org">alyne@current.org</a> (202)320-3275 <a href="https://jobs.current.org">https://jobs.current.org</a>	No	0
8. PBS  1320 Braddock Place Alexandria, Virginia 703-739-8685 <a href="https://mypbs.org">https:// mypbs.org</a>	No	0
9. TV/FM Jobs (online posting site) <a href="http://www.tvfmjobs.com">www.tvfmjobs.com</a>	No	0
10. Public Radio List Serv–(for FM Positions) <a href="http://www.publicradio.org">www.publicradio.org</a>	No	0
11. Monster Inc.		

www.monster 1-800-Monster	No	0
12. FPRA Florida Public Relations Association: Cheray Keyes-Shima – Exec. Director state@fpra.org	No	0
13. Journalism Jobs <a href="http://www.journalismjobs.com">www.journalismjobs.com</a>	No	2
14. Indeed.com	No	9
15. WJCT Job Line 904-357-5684		0
16. WJCT Website/Employment Link <a href="http://www.wjct.org">www.wjct.org</a>		2
17. American Public Media Dave Sonderregger (Station Rep) 651-290-1402 <a href="mailto:dsonderegger@americanpublicmedia.org">dsonderegger@americanpublicmedia.org</a> <a href="http://www.apmstations.org">www.apmstations.org</a>	No	0
18. Public Radio International <a href="http://www.pri.org/pri-jobs">www.pri.org/pri-jobs</a> Vidal Guzman 1-866-428-9241	No	0
19. AM/FM/TVonline.com	No	0
20. ProductionHub.com Featured Classifieds	No	0
21. Corporation for Public Broadcasting; <a href="http://www.cpb.org/jobline">www.cpb.org/jobline</a>	No	1
22. Jobs.Jacksonville.com - The Diversity Network -The Disability Network - The Veterans Network	No	0
23. i Hire Broadcasting <a href="https://www.ihirebroadcasting.com/">https://www.ihirebroadcasting.com/</a>	No	0
24. TVJobs.com Broadcast Employment Services PO Box 4116 Oceanside, Ca. 1-800-374-0119 <a href="mailto:info@tvjobs.com">info@tvjobs.com</a>	No	0
25. Hero2Hire (H2H) <a href="http://www.H2H.jobs/employers">www.H2H.jobs/employers</a>  (National Guard and Reserves)	No	0
26. MassMediaJobs.com	No	0
27. AARP <a href="https://local.aarp.org/jacksonville-fl/jobs/">https://local.aarp.org/jacksonville-fl/jobs/</a>	Yes	0

28. NPR DACS <a href="mailto:webdacs1@nprsat.org">webdacs1@nprsat.org</a> 635 Massachusetts Ave. NW Washington D.C. 20001	No	0
29. International Association of Audio Information Services (IAAIS) <a href="http://iaais.org">http://iaais.org</a> jobs to: mmoore@mindseveradio.org	No	0
30. Referral from within the local/regional/ statewide or national public broadcasting community.	No	0
31. Jax Jobs 9471 Baymeadows Road Suite 405 Jacksonville, Florida 32256 (904) 737-5627 Alan Farber afarber@jaxjobs.com	No	0
32. Other Media (TV or FM) Affiliate		0
33. LinkedIn Subgroup: FSU Alumni & Students	No	0
34. WJCT Facebook Page		0
35. WJCT Twitter Feed		0
36. Glassdoor.com	No	0
37. IABC International Association of Business Communicators <a href="http://iabcjax.com">http://iabcjax.com</a>	No	0
38. PRSA Public Relations Society of America jobs@nfprsa.org	No	0
39. National Public Radio <a href="http://www.npr.org/about/careers">www.npr.org/about/careers</a> Southern Editor – Russell Lewis 1-800-811-4624 <a href="mailto:rdlewis@npr.org">rdlewis@npr.org</a>	No	0
40. Jacksonville Business Journal 120 W. Morehead Street Suite 1004 Charlotte, NC 28202 <a href="https://www.bizjournals.com/jacksonville/">https://www.bizjournals.com/jacksonville/</a>	No	0
41. PMBA – Public Media Business Association Industry Job Listings <a href="http://www.pmbaonline.org/IndustryJobs">http://www.pmbaonline.org/IndustryJobs</a>	No	0
42. University of Florida College of Journalism & Communications PO Box 11840 Gainesville, Florida 352-392-0466 <a href="https://career.ufl.edu/employers/hireufgators/">https://career.ufl.edu/employers/hireufgators/</a>	No	0
43. The Florida State University Career Center @ The Dunlap Student Success <a href="https://career.fsu.edu/handshake">https://career.fsu.edu/handshake</a>	No	0
44. Career Source. 1845 Town Center Blvd #250 Fleming Island, Florida 32003 <a href="mailto:info@careersourcenortheastflorida.com">info@careersourcenortheastflorida.com</a>	No	0
45. Current Employee (Internal Posting)	No	4

46. <a href="http://deiworksite.org/jobline">http://deiworksite.org/jobline</a> Lamont Cooper 981 Oak Ave. Chicago, Il. 60601 847-919-8501	No	0
47. Rehire – Previous Employee	No	1
48. Society of Broadcast Engineers <a href="https://www.sbe.org/sections/jobs_online.php">https://www.sbe.org/sections/jobs_online.php</a>	No	0
49.. Cultural Council of Jacksonville – Patrick Fisher <a href="http://www.culturalcouncil.org/jobbank">www.culturalcouncil.org/jobbank</a>	No	0
50. Employ Florida Vets <a href="http://www.employflorida.com">www.employflorida.com</a>	No	0
51. Non Profit Center of N. E Florida <a href="http://www.nonprofitcenter.org/connect/jobs-in-sector">www.nonprofitcenter.org/connect/jobs-in-sector</a> 1301 Riverplace Blvd. Jax, Fl. 32207 904-390-3222	No	0
52. New Horizon’s Computer Learning Center – Job Board Attn: James Edgell <a href="mailto:james.edgee@newhorizons-jax.com">james.edgee@newhorizons-jax.com</a> 7020 A.C, Skinner Parkway Jax. Fl. 32256	No	0
53. <a href="https://greaterpublic.org/submit-job">https://greaterpublic.org/submit-job</a>	No	0
54. Unknown. Candidate did not provide referral source/Other	No	0
55. State of Florida Division of Blind Services Attn: John Mosely 904-348-2730 1809 Art Museum Drive Suite 201 Jacksonville, Florida 32207 <a href="mailto:John.mosely@dbs.fldoe.org">John.mosely@dbs.fldoe.org</a>	Yes	0
56. Vision Education & Rehab Center Florida State College @ Jacksonville 101 W. State Street Jacksonville, Florida 32202 Attn: Patricia Marshall 904-633-8220	Yes	0
57. Facebook Group: NPR Intern Alumni	No	0
58. Syracuse University Alumni E-Mail ListServ	No	0
59. LinkedIn 2029 Stierlin Court Mountain View, Ca. 94043	No	0
60. Snagajob.com	No	0
61. Association of Fundraising Professionals - Jax <a href="https://community.afpnet.org/afpffirstcoastchapter/career/center">https://community.afpnet.org/afpffirstcoastchapter/career/center</a>	No	0
62. Atlanta Association of Black Journalists AABJ.org	No	0
63. National Association of Black Journalist	No	0
64. Via Handshake: University of Missouri, Columbia University, Arizona State, Northwestern, Spelman	No	0
65. Via Handshake: UNC, USF, UGA, Rollins College, Univ. of Miami, Auburn, Alabama, Emory, Fla. Southern, Nova Southeastern, UCF, Univ. of Tampa, Alabama A&M, Florida A&M,	No	0
66. Referral from Community Partner	No	0
67. INN Institute for Nonprofit News	No	0

## **ATTACHMENT B**

### **Narrative Statement on Recruitment and Outreach Initiatives**

WJCT considers itself a community resource and uses several means to reach out to the community we serve. We strive to continually enhance and improve our outreach, recruit in a variety of ways, and seek to create opportunities for longer-term recruitment initiatives. WJCT has provided letters to various community groups, media outlets, organizations, recruitment sources and universities to determine interest in receiving information concerning opportunities for employment at WJCT. We advise the recipient that a response from them noting interest would include them in a distribution list for an e-mail alert indicating available position(s). The letter and notification include the website address, job line number, information on how to notify WJCT of their interest in receiving these alerts, and the name and phone number of the WJCT contact for any questions. Our stated desire for interested organizations to contact us also resides on the [wjct.org](http://wjct.org) Employment Page. As shown in Attachment A, we have received posting requests notifications from:

- AARP
- Division of Blind Services (State of Florida)
- Vision Education & Rehab Center (Florida State College, Jacksonville)

In addition, WJCT airs a 30 second spot 3 times weekly on multiple television channels reinforcing our commitment to being an Equal Opportunity and Equal Access Employer. In those spots we encourage qualified minorities, women, those with disabilities and veterans to view job opportunities on our website and to apply if qualified.

Members of the WJCT staff participated in various outreach efforts in our community during the reporting period as follows:

**Internships:** WJCT works closely with college and occasionally high school student's onsite and in the classroom to ensure they gain a quality, hands-on experience in their chosen or future field of study. The focus is on students pursuing degrees in areas such as Converged Communications, Journalism, Broadcast Journalism, Communications, PR, English etc. Students we worked with this past reporting period:

- Spring Semester - 2020 (2) interns  
University of North Florida -2 interns
- Summer Semester-2020 (2) interns  
Florida State College @ Jacksonville – 1 intern  
University of North Florida -1 interns
- Fall Semester – 2020 (1 intern)  
University of North Florida - 1 intern

**DUE TO THE COVID – 19 PANDEMIC: activities that members of the WJCT team were scheduled to participate in were cancelled/ postponed for the Spring/Summer 2020:**

- "Tipping the Scale" Mentoring Program Job Readiness Skills Training for high school students from needs-based schools. Annual interviews for the job readiness program were scheduled for April 2020 – **Cancelled due to the Pandemic**

### **Job Fairs:**

- University of North Florida Department of Communications Internship/Career Fair –March 3, 2020
- Florida State College @ Jacksonville (Downtown Campus) Spring Career Fair –April 4, 2019 – **Cancelled due to the Pandemic**

### **Career Days:**

- Our VP & COO of JCT Services, who is by trade an engineer, annually speaks to Dr. Kenneth Schacter's (Adjunct Professor of Physics and Engineering) students at Florida State College @ Jacksonville as a part of a series "Introduction to Engineering". As a follow-up to the discussion we host the students for an onsite tour of our broadcasting hub (JCT Services). The session was scheduled in March. **Cancelled due to the Pandemic**

### **Community Events/Outreach**

- WJCT was scheduled to invite our community to Be My Neighbor Day on May 9, 2020. We typically host over 2,000 attendees with attendees from all areas of our listening and viewing audience. We post in key areas information about specific openings at WJCT and how to apply and guests get to view our operations, talk with our staff etc. **Cancelled due to the Pandemic**
- Our Vice President of Administration/HR serves through United Way of Northeast Florida as a Reading Pal at an underserved public-school pre-k. She works on reading readiness/early literacy skills with four students weekly. She was scheduling a spring, 2020 field trip to WJCT for her students where they could run a camera (TV) and speak on air (Radio), and spend the day with staff learning about working at a radio/tv station. **Cancelled along with in-person school due to the Pandemic**
- Our Morning Edition Host teaches an 8-week, college level online class in Journalism to students at American Public University where students discuss major issues surrounding mass media in American society. She often brings her work/career experiences into the forum discussions.

**Station Tours:** On a regular basis WJCT provides tours of its radio and television facilities to schools and other youth organizations such as Junior Achievement, Boy Scouts, media students, special needs students as well as adult groups sharing information about WJCT and careers in the broadcasting industry. In this reporting period we conducted, **until our building closure on March 16, 2020 due to COVID-19**, tours on 11/5/2019 – 30 students + 2 chaperones (Jewish Community Alliance); 2/4 – 15 students+2 chaperones (Junior Achievement); 2/18 – 15 students+2 chaperones (Junior Achievement).

### **Narrative Statement on Training and Other Programs**

Prior to the pandemic some members of the WJCT staff were able to attend in-person conferences and have since done so when available via Zoom or other meeting software. Employees have continued to avail themselves of various training programs that were re-scheduled or conducted online. These opportunities increased staff's knowledge, contributed to the development of greater skill sets which will in turn position them for greater responsibilities within the organization.

WJCT provided computer skills training through a local computer training organization, New Horizons. The courses which range from basic to advanced provide staff with a range of learning opportunities from individual one-time skill development classes to a series of courses that may result in professional certification. These opportunities may position them for greater responsibility &/or possible promotion within the organization.

The WJCT staff member responsible for Human Resources has provided training to management on policies and practices that ensure equal opportunity hiring and discrimination prevention. All staff upon hire are given an Employee Handbook and provided a one-on-one overview meeting with HR which details the stations policy and stance in such areas as: Equal Employment Opportunity, Business Ethics, Discrimination/Harassment & Prevention, etc., In addition, within this reporting period, all staff have participated in online training in the area of harassment awareness and prevention, which emphasized the importance of a workplace free of harassment for its employees, how to identify harassing behaviors as well as how to report it and the management team has begun a discussion with staff and are researching training and awareness opportunities in the area of diversity and inclusion in the workplace.