

**Georgia Public Telecommunications
Commission**

**EEO Public Inspection File Report
(Station WGTV)**

December 1, 2012-November 30, 2013

**Equal Employment Opportunity
Public Inspection File Report**

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(Station WGTV)**

This report is prepared by Georgia Public Telecommunications Commission ("GPTC"), licensee of noncommercial television station WGTV, Athens, Georgia and covers its employment unit for WGTV and its Atlanta, Georgia headquarters.

The GPTC is also the licensee of an additional eight noncommercial educational television and fourteen noncommercial educational radio stations. GPTC operates its radio and television stations as state public broadcast networks, with all television programs originating in Atlanta and simulcast by all of the stations in the network. Most of the radio stations are operated in a similar manner, although some originate some programming locally. Given this structure, the bulk of GPTC's employees are located at its Atlanta headquarters. The employees at the individual stations (there are fewer than 5 full-time employees at each of the other stations) are primarily technical personnel assigned to assure the proper operation of the stations.

While GPTV has employees throughout the state, it operates as a single agency for recruitment purposes and employs the same recruitment sources and employment initiatives for all of its job openings. GPTC is also an agency of the state of Georgia and its recruitment and employment practices are subject to the requirements of the State Personnel Administration, Georgia's equivalent of the federal civil service system.

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List of Initiatives**

5. Provide a list and brief description of initiatives undertaken to satisfy the requirement to complete four “menu options” within a two-year period.

(v) Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.

Georgia Public Broadcasting’s internship program continues to expand by building relationships with local schools, colleges, universities and organizations to attract and target graduate and undergraduate students that have an interest in broadcast employment. The organization continues to partner with Georgia State University Best Practices Internship Program and monitors best practice tips and networks with colleagues to continue to look for ways to create a diverse internship experience for undergraduate, graduate and aspiring students with interests in broadcasting. GPB continues to rotate students quarterly and year round as needed to all operational areas to include Television, Field Productions, Information Technology, New Media, Education, Radio, Marketing and Communications, Original Programming/Creative Services, Development, Fundraising, Finance and Administration. Interns will continue to receive hands on training and experience that allow them to acquire the necessary skills needed for administrative and broadcast level employment. GPB will also continue to extend ongoing opportunities for Volunteers through the efforts of the organization’s Volunteer Manager for events and fund-raising campaigns.

(vii) Participation in scholarship/educational stipend programs designed to assist students interested in pursuing a career in broadcasting.

Georgia Public Broadcasting continues to explore partnerships with school, universities, and programs to participate in scholarship and educational stipend programs. Since 2010, GPB has established partnerships with local schools to include programs where students can receive specialized training and experience in areas of study. Some of those areas include IT, Graphics, Facilities, and Broadcasting. Some programs and schools that have continued to work with GPB include Connecticut School of Broadcasting, The Art Institute of Atlanta, Year-Up , and Job Corp. Currently, GPB has one student with Job Corp which offers training to urban young adults in the area of facilities and office management. Job Corp also provides technical and professional skills training. Students that participate in the programs

are able to receive a variety of benefit to include hands on experience, college credits, and other professional network opportunities to begin their individual job growth and experience needed to attain careers in their area of interest. GPB will continue to partner with schools and programs to increase diversity and awareness.

(viii) Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for a higher-level position.

The Human Resources Office continues to work with the executive management staff at GPB to identify, develop and coordinate specialized training that is needed for staff. GPBs strive to provide its employees with the additional specialized and technical skills needed to perform job responsibilities and to obtain higher-level responsibilities or positions. Some areas of training include:

- **Broadcast Engineering Training** for staff designed to broaden skills necessary to ensure compliance with media standards in the production, engineering and technical areas.
- **EEOC Training** for human resources staff on workplace diversity, employment laws and handling discriminations charges and complaints that may arise.
- **Human Resources Generalist Training** for human resources staff designed to keep abreast of human resources policy, law and procedures needed for job responsibility compliance in the area of Human Resources.
- **On-going Automated Time and Attendance Training** for HR Staff to explore efficient ways of recording employee's time and documenting leave and absence history for managers and subordinates.
- **UGA Government Accounting Series** for accounting staff designed to keep abreast of accounting procedures and certification needed for job responsibility compliance in the area of Finance.
- **Facilities Management Training** for facilities management staff to stay current on facility safety guidelines and others areas to expand the knowledge of facility management at GPB.
- **Council for State Personnel Administration (CSPA)** for Human Resources and Legal Advisors for State agencies to continue to provide resources and training on employment law, benefits, FMLA, and Workers Compensation and other matters related to employment relations.

(x) Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting.

Each year Georgia Public Broadcasting participates in at least four job fair/ career day events sponsored by educational institutions designed to promote and encourage career opportunities in broadcasting. Some of these events for the 2012 calendar year include:

- **Georgia Association Of Broadcasters Winter Institute UGA Career Fair and Job Expo, March 19, 2013**
- **Whitfield Career Academy Regional Career/College Expo- Dalton, Ga. March 22, 2013**
- **E.L. Miller Elementary School Career Day, May 8, 2013.**
- **DeKalb County Workforce Development Job Fair, June 12, 2013.**

These events motivate and inform students, educators and the surrounding community about the organization and career opportunities available at GPB in the areas of media, journalism, and communications.