

Georgia Public Telecommunications Commission

EEO Public Inspection File Report (Station WGTV and WUGA)

December 1, 2014-November 30, 2015

**Equal Employment Opportunity
Public Inspection File Report**

**Georgia Public Telecommunications Commission
(Station WGTV and WUGA)**

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

**2015 Equal Employment Opportunity
Public Inspection File Report
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.**

During the 2014-2015 reporting period, there have been over 45 interns and over 150 students that have participated in an internship and immersion program experience with GPB. Georgia Public Broadcasting has continued to expand its efforts to build a comprehensive internship program that provides members of the community with opportunities to learn about and acquire skills needed for broadcast employment. GPB’s broadcast employment experience includes but is not limited to both technical and non-technical skills needed for the workforce. This includes opportunities in production both in radio and television within a newsroom or sports to local and national programming. The internship experience also includes aspects of studio productions, engineering, information technology, digital media, education, development, marketing and communications, graphics and creative services, and administrative functional areas.

The GPB internship program creates partnerships with local colleges in Atlanta and surrounding areas to broaden the development of students seeking to explore and gain careers in the public broadcasting industry as a whole. At the onset of all internship opportunities, GPB provides an onboarding session to orient interns with the overall function of GPB, its history, public broadcasting facts, and important information needed about their role and rights as an intern for the organization. This gives every intern a holistic perspective of broadcast employment from beginning to end.

Some of the institutions, schools and organizations that GPB has partnered with to provide the internship experience include: Georgia Southern, Art Institute of Atlanta, Reinhardt University, Ulster University, Mercer University, Oglethorpe University, Southern Polytechnic State University, Kennesaw University, Savannah State College, Georgia State University, Bruce Holmes Youth Foundation, YMCA, and the Briggs & Associates, a company that provides employment or internship opportunities for students and adults with developmental disabilities.

GPB continues to look for opportunities to expand the internship partnership by building relationships with other local schools, colleges, universities and organizations. The primary goal is to continue efforts to attract and target diverse graduate, undergraduate, and aspiring students and members of the community, who have an interest in broadcast employment. GPB's Human Resources Staff continues to work with departments and other outside organizations to create a diverse internship experience for all aspiring careers in broadcasting. GPB continues to rotate students quarterly and year round as needed to all operational areas.

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's looks for opportunities to partner with programs, schools, and organizations that assist students interested in pursuing careers in broadcasting. Some of these partnerships include Job Corp, Chattahoochee Technical College and Georgia State University.

GPB welcomes new partnerships and opportunities to provide a more diverse experience. Thus, we worked with the Bruce Holmes Youth Foundation, an organizational that provides a student exposure experience for junior high students. There were 8 junior high students involved in this endeavor. GPB has also begun to work with Briggs & Associates, a company that provides employment or internship opportunities for students and adults with developmental disabilities. We have one student a part of this program experience.

GPB continues to be a resource that gives students an opportunity to qualify for college credit, experience in broadcasting, course requirement assistance, or stipends available through their school, and/or organization. Students that participate in these programs are able to receive a variety of benefit to include hands on experience, professional network opportunities, and 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. GPB strives 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:

- **Closed Captioning Training** for media operations due to new FCC requirements to close caption all internal and externally produced programs for broadcast and web.
- **Deloitte Training** for the news and newsroom staff. This newsroom management system involves content management and aids with show lineup.
- **ENCO Training** on the new radio audio operations system for all radio hosts and operations staff.
- **Marketron Training** for the radio staff on the radio underwriting management system. Staff learned about building logs for radio programming.
- **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.
- **Diversity Training** for all staff designed to that focus on how to acknowledge, accept, and respect individuals from varying backgrounds. The training covered consideration of others, different types of diversity, and barriers to diversity, cultural filters, respect in the work place, and strategies to promote diversity.
- **2016 State Fiscal Management Conference** for finance and human resources.
- **TTE Training** for all staff on the new state purchasing travel reimbursement system.
- **Sexual Harassment Training** for all staff designed to focus on awareness and prevention of sexual harassment in the workplace.

- **Performance Management Training** designed for all management staff to aid in the development, coaching and evaluation process for staff.
- **Purchasing Card Training** for all card holders on the policies and procedures to continue being in compliance with the state process.
- **Still Photography Training/Workshop** – Macon staffer conducted training for the WSVH Savannah staff on still photographer.
- **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 activities, to include activities, programs, job fairs or career day events for students in the K-12 and college level. These events are generally sponsored by educational or broadcast related entities or institutions designed to promote and encourage career opportunities and education development in broadcasting. Some of these events for the 2015 calendar year include:

- **The Savannah Book Festival** sponsored by Georgia Power, Armstrong University, Savannah Morning News and several other local sponsors -The GPB WSVH Savannah radio staff were guest speakers at the event and also read to approximately 100 pre-school and elementary aged students to share on literacy and promote awareness in the area of radio broadcasting in the Savannah area. **Event: November 5, 2015.**
- **Fannin County Schools Tour and Immersion Experience at GPB** - A group of 40 junior high students participated in an onsite tour and immersion experience of the GPB studios environment. Students were given hands on experience in studio production from beginning to end. **Event: October 27, 2015**
- **Bruce Holmes Youth Foundation-** “Project Exposure” is a youth mentoring program developed to enhance and promote leadership development, achievement, and success in mentees 6th through 12th grade. The program follows a group mentoring model and GPB partnered to provide a student exposure program that involved a 3-Day Internship experience for students with an interest in broadcast careers. Students learned the internal workings

of a studio and control room environment; on camera talent, graphics for television, engineering; network control operations; and human resources.
Event: June 9-11, 2015

- **The DEEP Speaks at Savannah Theatre** is an event sponsored by the Connect Savannah News, Arts, and Entertainment Newsletter. GPB's Community Engagement Manager represented the organization among the students and authors during the event. There were forty-two of Savannah's public middle schools students that participated in the Deep Center's spring semester Young Author Project. These students were selected to read their original poems and short prose. There were over 145 students that participated in this program. The student works will be published and circulated in the Live Oak Public Library System.

Event: February 2-8, 2015

- **Savannah College of Art and Design Arts Administration Class:** the GPB staff of WSVH served as guest lecturer at two Arts Administration classes at SCAD on non-profit arts administration and funding. **Event: February 2-8, 2015.**

(xi) Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues.

- **August Wilson Monologue Event Competition** - February 3, 2015- GPB hosted more than 250 students from Langston Hughes High School, Tri-Cities High School and the DeKalb School of the Arts. The students were presented a 45 minute clip of the documentary and treated to three of their fellow students delivering some of August Wilson's most powerful monologues during the August Wilson Monologue Competition. August Wilson is a two-time Pulitzer Prize winner, Tony winner and wrote one play depicting the lives of African Americans for every decade of the 20th century.
- **Association of Fundraising Professionals (local chapter AFP).** Macon Community Engagement Manager served on panel involving a discussion about promoting organizations through the media and answering community questions regarding the topic. January 25-31, 2015
- **Center for Collaborative Journalism (CCJ)** partners meeting was led by the GPB Community Engagement Manager to help foster greater collaboration between partners in radio broadcasting. January 25-31, 2015
- **CCJ National Advisory Council Scholars Weekend.** January 30 & 31, 2015. Involvement included attending board meetings and interviewing/ranking several potential scholarship students.

- **State YMCA of Georgia's Center for Civic Engagement.** November 16, 2015. GPB sponsored the Youth Assembly program and allowed media students to tour GPB and be immersed into the world of studio productions.

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.

Georgia Public Telecommunications Commission

Vacancies Filled- WGTV and WUGA

December 1, 2014 to December 1, 2015

Job Title	Date Posted	Posting Method	No. of App	No. of Interviews	Recruitment Source for Each Interviewee	No. Hired	Recruitment Source for Hired Applicant(s)	Recruitment Resources
Interactive Designer C-23-15	10/28/2015	INTERNAL	1	1	GPB Website (1)	1	GPB Website	GPB Email, GPB Easy HR Website
Manager of Leadership Gifts C-21-15	9/18/2015	INTERNAL & EXTERNAL	3	1	GPB Website (1)	1	GPB Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting
Field Engineering Manager - Savannah Pembroke WSVH C-18-15	7/6/2015	INTERNAL & EXTERNAL	4	1	GPB Website (1)	1	GPB Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military- TAO Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting
Financial Unit Services Specialist C-16-2015	6/29/2015	INTERNAL & EXTERNAL	100	6	GPB Website (4) Careers.ga.gov (2)	1	GPB Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting, Fiscal Management Council, OPB, Careers.ga.gov
Producer Talk C-14-15	6/16/2015	INTERNAL	4	1	GPB Website (1)	1	GPB Website	GPB Email, GPB Easy HR Website
On-Air Host/ Producer C-13-15	6/16/2015	INTERNAL	3	1	GPB Website (3)	1	GPB Website	GPB Email, GPB Easy HR Website

Georgia Public Telecommunications Commission

Vacancies Filled- WGTV and WUGA

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Assistant News Director C-4-15	2/9/2015	INTERNAL & EXTERNAL	46	5	GPB Website (5)	1	GPB Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military- TAO Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting, CPB Jobline, Current.org, Journalismjobs.com
Reporter C-3-15	2/9/2015	INTERNAL & EXTERNAL	92	4	GPB Website (3) CPB Jobline (1)	1	GPB Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military- TAO Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting, CPB Jobline, Current.org, Journalismjobs.com
Education Curriculum Specialist C-2-15	1/9/2015	INTERNAL & EXTERNAL	92	9	GPB Website (9)	2	GPB Website (2)	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military- TAO Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting, Careers.ga.gov
Administrative Assistant C-1-15	1/9/2015	INTERNAL & EXTERNAL	125	9	GPB Website (9)	1	GPB Website	GPB Email, Ga. Tech/Career Buzz Contacts, GPB Easy HR Website, Job Central National Labor Exchange, Transitional Assistance Military- TAO Online, United Way, Easter Seals, Latin American Association, Atlanta Urban League, Hire Patriots.com, Connecticut School of Broadcasting, Careers.ga.gov

GA PUBLIC TELECOMMUNICATIONS COMMISSION
Recruitment Resource Bank¹
December 1, 2014 - December 1, 2015

Address	Phone Number	Contact
Georgia Public Broadcasting Easy HR	404-685-2663	www.gpb.org/jobs
Georgia Tech 686 Cherry Street Atlanta, GA 30332-0165	404-894-2550	
<ul style="list-style-type: none"> • School of Literature, Communication & Culture • Ivan Allen College Liberal Arts Communications & Media • Ga. Tech Career Buzz (online) • Georgia Tech Alumni Assoc. 	404.385.0625 404-894-1720 404.894.1923 404.894.2394	Shannon Dobranski shannon.dobranski@lcc.gatech.edu Rebecca Keane rebecca.keane@iac.gatech.edu http://gatech-csm.symplicity.com/employers Caroline Player Caroline.player@alumni.gatech.edu tshanks@gatech.edu chief.engineer@wrek.org
Career Buzz Online Posting to:	http://gatech-csm.symplicity.com/employers	
<ul style="list-style-type: none"> • Moultrie Tech 361 Industrial Drive Moultrie, GA 31768 • Armstrong Atlantic University 11935 Abercorn Street Savannah, GA 31419 • Clayton State University 5900 North Lee Street Morrow, GA 30260 	229-891-7000 800-633-2349 912-927-5277 770-961-3518	
TAOnline.com Careers for Transitioning Military Employer Center/Post A Job		http://jobs.taonline.com
Job Central National Labor Exchange/DOL	866-268-6206	http://www.jobcnetral.com/postajob.asp info@jobcentral.org
GA Department of Labor Website 148 Andrew Young International Blvd. N.E. Atlanta, Georgia 30303-1751	404-656-3182 1-877-562-7442	http://www.dol.state.ga.us/js/ Wyndra Carter Jobs 4 GA Call Center Jobs4GA@dol.state.ga.us
United Way of Metropolitan Atlanta 100 Edgewood Avenue NE Atlanta, Georgia 30303	404-527-7200	http://www.unitedwayatlanta.org Nora Plehn nplehn@unitedwayatlanta.org

¹ All recruitment resources listed were contacted by GPTC for the advertising and posting of positions. No resource listed specifically requested recruitment information from GPTC.

Address	Phone Number	Contact
Easter Seals Inc 233 South Wacker Drive Suite 2400 Chicago, IL 60606 <ul style="list-style-type: none"> • Georgia • North Georgia 	800-221-6827 478-275-8850 229-439-7061	http://www.easterseals.com Ralph Donaldson rdonaldson@mgesus Jef Blocker jblocker@esng.easterseals.com
Latin American Association	Email: jsolano@thelaa.org jobs@latinamericanassoc.org Email mperusek@theall.org 404-892-6896	Jenifer Solano Martha Perusek
The Atlanta Urban League, Inc. 100 Edgewood Avenue, N.E., Suite 600 Atlanta, GA 30303	404-659-1150	rbrown@atlul.org mparham@atlul.org
Hire Patriots.com P.O. Box 2461 Bear City, CA 92314	760-730-3734	http://hirepatriots.com Job Board Menu/Post a Job hire_patriots@gmail.com
Connecticut School of Broadcasting 1755 North Brown Road Suite 175 Lawrenceville, GA 30043	678-205-2210 Fax: 678-205-2215	Michael Hessing Coordinator mhessing@gocsb.com
Corporation for Public Broadcasting 401 Ninth Street, NW Washington, DC 20004-2129	202-879-9600	CPB Jobline http://www.cpb.org/jobline/
Journalism Jobs.com	510-653-1521	contact@journalismjobs.com info@journalismjobs.com http://www.journalismjobs.com/post_job.cfm
Media Bistro	(212) 547-7914 (888) 589-1963	Liana Kim job.info@mediabistro.com http://www.mediabistro.com/employers
Indeed.com http://www.indeed.com/hire?tag=dradissembling&utm_source=adcenter&utm_medium=cpc&utm_term=indeed%20free%20job%20posting&utm_campaign=verb-adj-key-Post-Exact		
Association of Fundraising Professionals 4300 Wilson Blvd, Suite 300 Arlington, VA 22203	http://afpnet.org/ AFP Job Center 703-684-0410	

Address	Phone Number	Contact
Association of Fundraising Professionals	1-888-491-8833 ext. 1011	http://jobs.afpnet.org/hr
National Association of Broadcasters 1771 North Street, NW Washington, D.C. 20036	202-429-5300	nab@nab.org hr@nab.org
Department of Audits	Email: chongdj@audits.ga.gov jacksonm@audits.ga.gov winn@audits.ga.gov	David Chong Michael Jackson Donna Winn
Fiscal Management Council	Email: Alicia.Hautala@house.ga.gov	Alicia Hautala (Secretary)
Office of Planning and Budget (OPB)	Email: abigail.lloyd@opb.ga.gov	Abigail Lloyd
Current Newspaper Advertising Director 6930 Carroll Avenue, Suite 350 Takoma Park, MD 20912-4423	310-270-7240 Fax: 877-745-8776	http://www.current.org
Opportunity Knocks 50 Hurt Plaza Suite 845 Atlanta, Georgia 30303		http://www.opportunitynocs.org/jobseekerx/info@opportunityKnocks.org http://www.opportunityknocks.org
Careers.ga.gov Georgia Department of Administrative Services 200 Piedmont Avenue SE, West Tower Atlanta, Georgia 30334-9010	877-318-2772 404-656-2705	https://www.careers.ga.gov/
Mass Media Jobs		Emmanuel Sullivan CEO-Founder http://www.massmediajobs.com/mymassmediajobs@massmediajobs.com
Art Institute of Atlanta		Ralph Valery rvalery@aiu.edu
		William Oglesby oglesby@bellsouth.net
Women in Film & TV		wifta@wifta.org
National Academy of TV and Science		Evelyn Mims emmyoffice@southeastemmy.com
Georgia Association of Broadcasters		Bob Houghton http://gab.org

Address	Phone Number	Contact
Georgia Department of Economic Development Film & TV Production		Lisa Love llove@georgia.org
Clark Atlanta Mass Media Department		Kandace Harris kharris@cau.edu
Georgia State University Film & Video Program		David Cheshier dcheshier@gsu.edu
		Greg Lisby glisby@gsu.edu
		Doug Barthlow dbarthlow@gsu.edu
		Natalie Tindall ntindall@gsu.edu
Atlanta Film Festival		Sydney Lamont sydney@atlantafilmfestival.com
Morehouse College of Cinema/TV/Emerging Media Studies		CTEMS@morehouse.edu
		Stephanie Dunn sdunn@morehouse.edu dunnstephanie@gmail.com
		Adisa Iwa ebaker@morehouse.edu adisaiwa@gmail.com
		Avery Williams awilliams@morehouse.edu averyowilliams@gmail.com
		Dr. Rice drice@morehouse.edu dwallrice@gmail.com
Bronz Lens Film Festival		info@bronzelens.com