Open Positions:
Attached please find a spreadsheet listing all the open positions and the recruiting sources used to fill these vacancies from the time period of April 1, 2018 through March 31, 2019. Also, please find a list of the data reflecting the total number of persons interviewed and the recruiting sources used from the time period of April 1, 2018 through March 31, 2019.

Recruiting Contacts:
Attached please find a listing of the contact information for the recruiting sources used by WITF from the time period of April 1, 2018 through March 31, 2019.

Job Fairs
Individuals with significant hiring responsibility; Alan Wadsworth, current Human Resources Manager; job fairs are listed under attached Community Outreach listings.

Community Outreach
A summary of all Community Outreach activities is attached.

The purpose of the EEO Public Report form is to comply with Section 73.2080(c) (6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following station: WITF and is required to be placed in the public inspection files of these stations, and posted on their websites, if they have websites.

The information contained in the Report covers the time period beginning April 1, 2018 to and including March 31, 2019.

The FCC’s EEO Rule requires that this Report contain the following information:
1. A list of all full-time vacancies filled by the Station comprising the Station Employment Unit during the Applicable Period;
2. For each vacancy, the recruitment sources utilized to fill the vacancy (including, if application, organizations entitled to notification pursuant to Section 73.2080 (c)(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c) (2) of the FCC rules.

Appendix 1 has been designed to provide the required information.

For the purposes of the Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer.
WITF Recruiting Source Contact Information
No Sources Requested for all job openings
For the period covering April 1, 2018 to March 31, 2019

Indeed
201 W 5th St, Austin, TX 78701
1-800-475-4361

Journalism Jobs
Berkeley, CA
510-508-7386

LinkedIn
2029 Stierlin Court Suite 200
Mountain View, CA 94043
650.906.9456

National Association of Black Journalists
1100 Knight Hall, Suite 3100
College Park, MD 20742
301.405.0248

The Patriot News/pennlive.com
Shannon Garman
812 Market Street
Harrisburg, PA 17101
717.255.8100

Radio Television Digital News Association
RTDNA.org
The National Press Building
529 14th Street NW, Suite 1240
Washington, D.C. 20045

witf.org
4801 Lindle Road
Harrisburg, PA 17111
717.704.3000

Shippensburg University
1871 Old Main Drive
Shippensburg, PA 17257

Millersville University
40 Dilworth Road
Millersville, PA 17551

Asian American Journalist Association
5 Third Street
Suite 1108
San Francisco, CA 94103

Russell Reynolds Associates
Katherine Armstrong
One Federal Street
26th Floor
Boston, MA 02110
617.722.6223
<table>
<thead>
<tr>
<th>Available Position Title</th>
<th>Location of Recruitment</th>
<th># of Interviews</th>
<th>Date of Hire or Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Part Time Events Staff (2 Openings)</td>
<td>witf.org, Patriot News, PennLive.com, LinkedIn, Shippensburg University, Millersville University</td>
<td>1, 1</td>
<td>10/25/2018, 10/29/2018</td>
</tr>
<tr>
<td>Executive Assistant to President</td>
<td>witf.org, LinkedIn, Patriot News, PennLive.com</td>
<td>2</td>
<td>6/11/2018</td>
</tr>
<tr>
<td>Part Time Production Crew (2 Openings)</td>
<td>witf.org, Patriot News, Pennlive.com, LinkedIn, Indeed (picked up)</td>
<td>1</td>
<td>10/1/2018</td>
</tr>
<tr>
<td>Part Time Announcer</td>
<td>witf.org, Patriot News, Pennlive.com, LinkedIn, Indeed (picked up)</td>
<td>1</td>
<td>10/5/2018</td>
</tr>
<tr>
<td>Position</td>
<td>Source(s)</td>
<td>Source(s)</td>
<td>Date</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------------------------------</td>
<td>-----------</td>
<td>------------</td>
</tr>
<tr>
<td>PA Post Capitol Reporter</td>
<td>witf.org</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Pennlive.com</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Patriot News</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>JournalismJobs.com</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Nat'l Assoc of Black Journalists</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Asian American Journalists Assoc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Internal Candidate</td>
<td>1</td>
<td>9/18/2018</td>
</tr>
<tr>
<td></td>
<td>Employee Referral</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Indeed (picked up)</strong></td>
<td><strong>1</strong></td>
<td><strong>9/18/2018</strong></td>
</tr>
<tr>
<td>Part Time Production Coordinator</td>
<td>witf.org</td>
<td></td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Pennlive.com</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Patriot News</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Indeed (picked up)</strong></td>
<td><strong>2</strong></td>
<td><strong>7/18/2018</strong></td>
</tr>
<tr>
<td>Funder Relations Manager</td>
<td>witf.org</td>
<td>2</td>
<td>8/22/2018</td>
</tr>
<tr>
<td></td>
<td>Pennlive.com</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>LinkedIn</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Part Time Smart Talk Producer</td>
<td>witf.org</td>
<td>1</td>
<td>7/9/2018</td>
</tr>
<tr>
<td></td>
<td>Pennlive.com</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>LinkedIn</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Digital Manager</td>
<td>witf.org</td>
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<td>1</td>
</tr>
<tr>
<td></td>
<td>Pennlive.com</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Patriot News</td>
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</tr>
<tr>
<td></td>
<td>LinkedIn</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Radio/TV/Digital News Association</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>JournalismJobs.com</td>
<td>1</td>
<td>5/23/2018</td>
</tr>
<tr>
<td></td>
<td><strong>Employee Referral</strong></td>
<td><strong>1</strong></td>
<td><strong>5/23/2018</strong></td>
</tr>
<tr>
<td>President/CEO</td>
<td>witf.org</td>
<td></td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>Russell Reynolds Associates</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Source</td>
<td>Count</td>
<td>Date</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-------</td>
<td>------------</td>
<td></td>
</tr>
<tr>
<td>Internal Candidates</td>
<td>2</td>
<td>3/12/2019</td>
<td></td>
</tr>
<tr>
<td>Employee/Board Referrals</td>
<td>3</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
COMMUNITY OUTREACH ACTIVITIES

WITF engaged in the following initiatives from the period beginning April 1, 2018 through March 31, 2019.

**Internship Program**
WITF has an extensive student internship program. College and High School students participate in internships in their field of interest and/or major, typically for credit hours. This past year, we had the following:

- 1 Content Marketing Intern during the Summer 2018 semester
- 1 Television Production Intern during the Summer 2018 semester
- 1 Human Resources Intern during the Summer 2018 semester
- 2 Radio Production Interns during the Summer 2018 semester
- 1 Human Resources Intern during the Fall 2018 semester
- 1 Radio Production Intern during the Spring 2019 semester
- 1 Television Production Intern during the Spring 2019 semester

These students came from the following colleges and universities:
- Shippensburg University
- Penn State University
- King’s College
- Millersville University
- Northwestern University
- Penn State University – Harrisburg
- Lebanon Valley College

**Job Shadowing**
WITF works with local high schools to allow students to spend one or more days job shadowing with current employees for educational purposes. This past year, we had the follow:

- 1 student who shadowed with Interactive Services in November 2018
- 1 student who shadowed with Television Production in December 2018
- 1 student who shadowed with Television Production in March 2019

These students came from the following schools:
- Mechanicsburg Area Senior High School
- Capital Area School for the Arts
- Elizabethtown Area High School

**Job Fairs**
Human Resources attended the following job fairs:

Shippensburg University Career Fair
  Location: Recreation Center, Shippensburg, PA
  Date: 10/4/2018
Messiah College Fall Job/Internship Fair  
  Location: Messiah College, Grantham, PA  
  Date: 10/24/2018

Lock Haven University Spring Job/Internship Fair  
  Location: Lock Haven University, Lock Have, PA  
  Date: 2/7/2019

Millersville University Spring Career/Internship Fair  
  Location: Recreation Center, Millersville, PA  
  Date: 3/27/2019

**Community Events designed to inform and educate members of the public as to employment opportunities in broadcasting**

WITF conducted 19 tours which primarily included education facilities. Tours were given to retiree groups (6), college classes (2), retirement communities (2), middle/high school classes (8), and Boy/Girl Scout Troops (1). The tour program hosted approximately 474 individuals between all the groups during this period.

**Training as to methods of equal employment opportunity**

Alan Wadsworth, HR Manager, rolled out an updated online training module on harassment and diversity in conjunction with the Corporation for Public Broadcasting in September 2018. The training will be required for all active employees and interns on an annual basis.

The Human Resources Manager attended the annual Legal & Legislative Conference hosted by the PA State Council of SHRM, and several training sessions hosted by the Human Resources Professionals of Central PA during the specified period. He also completed an online training module on Managing Diversity through LinkedIn Learning.

All new employees receive training on harassment and diversity as well as WITF’s policies on both topics during formal new hire orientation on their first day of employment. Employees who receive an annual performance review receive feedback on their performance and commitment to organizational diversity.