

## **EEO PUBLIC FILE REPORT 2018**

### **ANNUAL EEO Public File Report for WHDH, Boston, MA and WLVI, Cambridge, MA (12/1/17-11/30/18)**

#### **EEO Recruitment Outreach**

Any reference to WHDH or WHDH-TV also refers to WLVI as well.

Job vacancies, which were filled within the reporting period, are listed with information on the sources utilized for recruitment. The list identifies the sources utilized for each position, the recruitment source of the hiree and the number of persons interviewed from each source.

All of the sources listed below in the “Agency Mailing List” received notices for all of the job vacancies filled during the preceding year. Specifically, WHDH sent mailings biweekly to these agencies announcing all job opportunities at WHDH and inviting interested applicants to submit resumes, view the latest job and internship opportunities on our website, etc.

In addition, several of the vacancies specify “ADS” in the “Recruiting Sources” column. “ADS” is a general term for WHDH’s external advertising of open positions. Unlike those sources listed in the “Agency Mailing List,” these ADS sources, which are listed separately below, are only utilized for certain vacancies. With respect to each vacancy filled during the preceding year, the particular ADS source(s) is/are separately listed in the “Recruiting Sources” column.

All open positions also are posted on the stations’ websites, [www.whdh.com](http://www.whdh.com), [www.wlvi.com](http://www.wlvi.com), along with internship information. The Massachusetts Division of Unemployment Assistance accesses these sites to update its job data bank.

All employment notices and advertisements or listings indicate that WHDH is an equal opportunity employer.

#### **Outreach Initiatives (12/1/17-11/30/18)**

1. Human Resources for WHDH-TV attended Emerson College’s 2018 Spring Internship and Career Fair on March 29, 2018. Current students learned about career and internship opportunities currently available at the station.
2. Human Resources for WHDH-TV attended Emerson College’s Fall Internship Fair on October 3, 2018. Current students learned about career and internship opportunities currently available at the station.

3. Human Resources Manager attended National Association of Hispanic Journalists (NAHJ) July 18-21, 2018 in Miami, Florida. This career fair included an opportunity to meet with current and future job prospects for our stations and discuss current job openings and internship opportunities available.
4. Program Services department conducted 25 station tours for numerous schools, organizations, and civic groups to give them a behind-the-scenes look at the broadcast industry.
5. Human Resources Manager hosted students at WHDH for college internships during 3 semesters-Spring, Summer and Fall 2018. WHDH had a total of 50 interns from a variety of colleges listed below. Each intern attended an orientation at the start of his or her semester. Internships are advertised with mailings to local colleges and by posting all on our website at all times.

Student Interns during reporting period were from the following colleges:

<b>2018 Intern Totals</b>	
<b>College/University</b>	<b>Amount</b>
Assumption	11
Boston College	1
Boston University	2
Bridgewater	2
Curry	3
Emerson	6
Emmanuel	1
Endicott	1
Franklin Pierce	1
Holy Cross	1
Ithaca	1
Loyola	1
Merrimack	1
Northeastern	2
Quinnipiac	2
Rollins	1
Salem	1
Springfield	1
Stonehill	1
Suffolk	5
University of Massachusetts	2
University of Miami	1
University of Tampa	1

<b>Worcester</b>	<b>1</b>
<b>TOTAL</b>	<b>50</b>

### **AGENCY MAILING LIST**

ABCD Employment and Training  
Attn: Harold Mezzoff (617) 348-6401  
178 Tremont Street  
Boston, MA 02111

Ad Club Foundation  
Attn: Molly Sullivan (617) 262-1100  
22 Batterymarch Street  
Boston, MA 02109-4812

Asian American Civic Association  
Attn: Jasmine Huang (617) 426-9492  
87 Tyler Street, 5<sup>th</sup> Floor  
Boston, MA 02111

Boston NAACP  
Attn: Human Resources (617) 427-9494  
330 Martin Luther King BLVD  
Roxbury, MA 02119

Cambridge Employment Programs  
Attn: Josh Foley (617) 349-6200  
51 Inman Street  
Cambridge, MA 02139

Community Team Work Inc.  
Attn: Lisa Wholey (978) 459-0551  
155 Merrimack Street  
Lowell, MA 01852

EMPath  
Attn: Elyse Pipitone (617) 259-2900  
One Washington Mall 3<sup>rd</sup> Fl  
Boston, MA 02108

EDGE Publications, Inc.  
Attn: HR Dept. (617) 422-0707  
434 Massachusetts Ave  
Suite 501

Boston, MA 02118

Emerson College  
Attn: Career Services, Carol Spector (617) 824-8586  
216 Tremont Street  
Boston, MA 02116

Emmanuel College  
Attn: Career Services, Maureen Asburn (617) 735-9930  
400 The Fenway  
Boston, MA 02115

Enable Inc.  
Attn: Wendy Moran (781) 828-4770  
605 Neponset St.  
Canton, MA 02121

Greater Lawrence Community Action  
Council Attn: HR Dept. (978) 681-4900  
305 Essex Street  
Lawrence, MA 01840

Lesley University  
Career Resource Center  
Attn: Shayna Silva (617) 349-8550  
29 Everett St.  
Cambridge, MA 02138

N.A.A.C.P Brockton Branch  
Attn: Miles Jackson (508) 587-0502  
P.O. Box 1535  
Brockton, MA 02303

NAHJ  
Attn: Career Center (888) 281-9066  
1050 Connecticut Ave NW Fl 10  
Washington, DC 20036-5334

New England Institute of Art  
Attn: Tai Irwin (800) 903-4425  
10 Brookline Place West  
Brookline, MA 02445

New England Institute of Technology  
Career Services  
Attn: Kathleen Dohoney (401) 739-5000

One New England Tech Blvd.  
East Greenwich, RI 02818-1205

Salem State University  
Attn: Stephen Maser (978) 542-6797  
352 Lafayette Street  
Salem, MA 01970

Urban League of MA  
Attn: Darnell Williams (617) 442-4519  
88 Warren St.  
Roxbury, MA 02119

Youth Build Cambridge  
Attn: Career Counselor (617) 242-1460  
1175 Cambridge Street.  
Cambridge, MA 02139

#### **ADS SOURCES**

Monster.com – 2 interviewees from this source

LinkedIn.com – 12 interviewees from this source

Journalismjobs.com – 2 interviewees from this source

Indeed.com

TV Newscheck.com

Broadcasting and Cable.com

Mediabistro.com

Tvjobs.com

American Meteorologist Society.com

Spotsndots.com

Local Universities including:

Boston University/www.joinhandshake.com

Emerson College/Emerson.edu

Bates College/www.joinhandshake.com

Stonehill College/www.joinhandshake.com

Suffolk University/www.joinhandshake.com

Salem State University/[www.joinhandshake.com](http://www.joinhandshake.com)  
Simmons College/[www.joinhandshake.com](http://www.joinhandshake.com)  
Bates College/[www.joinhandshake.com](http://www.joinhandshake.com)

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If your organization would like to receive job vacancy notices from WHDH-TV, please send us your Name, address, telephone number, e-mail address, fax number and contact person to the following address:

Dawn Eggleston at [deggleston@whdh.com](mailto:deggleston@whdh.com), Human Resources Manager

ANNUAL EEO PUBLIC FILE REPORT WHDH BOSTON, MA and WLVI, CAMBRIDGE, MA

12/01/2017-11/30/2018

JOB #	JOB TITLE	RECRUITING SOURCES	NUMBER OF REFERRALS PER SOURCE	NUMBER INTER-VIEWED PER SOURCE	HIRE SOURCE
3675	Traffic Assistant	INTERNAL POSTINGS WHDH WEBSITE AGENCY MAILINGS SCHOOL/FORMER INTERN	1 3	1	internal candidate
		ADS-LinkedIn, tvjobs.com, Boston University, handshake.com-Suffolk, Salem State College, Stonehill College, Simmons College			
		EMPLOYEE REFERRAL			
3677	Maintenance Technician	WHDH WEBSITE INTERNAL POSTINGS AGENCY MAILINGS SCHOOL/FORMER INTERN EMPLOYEE REFERRAL	3	1	website
		ADS-Wentworth, NE Institute of Technology, TV Newscheck, Broadcast and Cable, LinkedIn			
3679	Writer	WHDH WEBSITE INTERNAL POSTINGS AGENCY MAILINGS EMPLOYEE REFERRAL	12	1	

	SCHOOL/FORMER INTERN	2	2	former intern
3682	Producer			
	WHDH WEBSITE	11	3	website
	INTERNAL POSTINGS			
	AGENCY MAILINGS			
	AGENT REFERRAL			
	ADS-tvjobs.com	1		
	EMPLOYEE REFERRAL			
3683	Producer			
	WHDH WEBSITE	5	2	website
	INTERNAL POSTINGS			
	EMPLOYEE REFERRAL	1	1	
	AGENCY MAILINGS			
	AGENT			
3685	Traffic Assistant			
	INTERNAL POSTINGS	10		
	WHDH WEBSITE			
	AGENCY MAILINGS			
	EMPLOYEE REFERRAL			
	AGENT			
	SCHOOL/FORMER INTERN	1	1	
	ADS-Monster.com, tvjobs.com, handshake.com-Boston University, Suffolk University, Salem State University, Bates College, Simmons College, Stonehill College	13	2	monster
3686	Account Executive			
	INTERNAL POSTINGS	4	4	internal candidate
	WHDH WEBSITE	41	4	
	AGENCY MAILINGS			
	EMPLOYEE REFERRAL			
	FORMER INTERN			



		ADS-LinkedIn, Spotsndots.com, handshake.com-Boston Univeristy, Suffolk University, Salem State University, Bates College, Simmons College, Stonehill College	3	3	
3687	Graphic Designer	INTERNAL POSTINGS			
		WHDH WEBSITE	18	4	website
		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			
		ADS-LinkedIn			
3689	Meteorologist	INTERNAL POSTINGS			
		WHDH WEBSITE	6		
		AGENCY MAILINGS			
		FORMER EMPLOYEE			
		AGENT REFERRAL	2	2	agent referral
3690	Senior Producer	INTERNAL POSTINGS		1	internal candidate
		WHDH WEBSITE	28		
		AGENCY MAILINGS			
		EMPLOYEE REFERRAL			
		ADS-tvjobs.com, journalismjobs.com, LinkedIn, Media Bistro, TV News Check			
3691	Writer	INTERNAL POSTINGS			
		WHDH WEBSITE	19	1	website
		EMPLOYEE REFERRAL	1	1	
		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			
		ADS-tvjobs.com			

3692	Sales Assistant-Local							
		INTERNAL POSTINGS	1	1				
		EMPLOYEE REFERRAL	2	2				
		WHDH WEBSITE	16	2				
		AGENCY MAILINGS						
		SCHOOL/FORMER INTERN	1	1				
		ADS- LinkedIn.com, tvjobs.com, handshake.com- Boston University, Boston College, Salem State University, Simmons College, Bates College, Stonehill College	9	9				LinkedIn
	Videotape Coordinator							
3694		INTERNAL POSTINGS	1	1				
		WHDH WEBSITE	20	6				website
		AGENCY MAILINGS						
		EMPLOYEE REFERRAL						
		SCHOOL/FORMER INTERN						
		ADS- LinkedIn.com, journalismjobs.com, tvjobs.com, Boston University, Boston College						
3698	Producer							
		INTERNAL POSTINGS						
		WHDH WEBSITE	2	2				website
		AGENCY MAILINGS						
		EMPLOYEE REFERRAL	1	1				
3701	Producer							
		INTERNAL POSTINGS						
		EMPLOYEE REFERRAL						
		WHDH WEBSITE	4	2				website
		AGENCY MAILINGS						

		SCHOOL/FORMER INTERN				
3702	Web Journalist	INTERNAL POSTINGS	3	3		
		EMPLOYEE REFERRAL	4	4		
		WHDH WEBSITE	118	2		
		AGENCY MAILINGS				
		SCHOOL/FORMER INTERN				
		ADS-journalismjobs.com, LinkedIn, Mediabistro.com	18	3	LinkedIn	
3704	Producer-Sports	INTERNAL POSTINGS				
		EMPLOYEE REFERRAL	3	3	employee referral	
		WHDH WEBSITE	5			
		AGENCY MAILINGS				
		SCHOOL/FORMER INTERN				
		ADS-journalismjobs.com	9			
3705	Assignment Editor	INTERNAL POSTINGS	1	1	internal candidate	
		EMPLOYEE REFERRAL	2	2		
		WHDH WEBSITE	20			
		AGENCY MAILINGS				
		SCHOOL/FORMER INTERN				
		ADS-journalismjobs.com, tvjobs.com, handshake.com- Boston University, Suffolk University, Salem State University, Bates College, Simmons College, Stonehill College	2			
3709	Sales Assistant	INTERNAL POSTINGS				
		EMPLOYEE REFERRAL	2	2	employee referral	
		WHDH WEBSITE	37	3		

		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			
		ADS-LinkedIn	2	2	
3713	Meteorologist	INTERNAL POSTINGS			
		EMPLOYEE REFERRAL			
		WHDH WEBSITE	13	3	website/agent
		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			
3718	Sales Assistant-Local	INTERNAL POSTINGS			
		EMPLOYEE REFERRAL	3	3	
		WHDH WEBSITE	34	2	
		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			
		ADS-LinkedIn, tvjobs.com, Indeed	43	4	LinkedIn
3719	Technician-Master Control	INTERNAL POSTINGS	7	7	
		EMPLOYEE REFERRAL			
		WHDH WEBSITE	13	1	
		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			
		ADS-LinkedIn	1	1	LinkedIn
3720	Account Executive	INTERNAL POSTINGS			
		EMPLOYEE REFERRAL	3	3	employee referral
		WHDH WEBSITE	39	1	
		AGENCY MAILINGS			
		SCHOOL/FORMER INTERN			

		ADS-LinkedIn, Spotsndots.com, handshake.com-Boston Univeristy, Suffolk University, Salem State University, Bates College, Simmons College, Stonehill College				
	Videotape Coordinator					
3725		INTERNAL POSTINGS	2	2	2	internal candidate
		EMPLOYEE REFERRAL	1	1	1	
		WHDH WEBSITE	19		6	
		AGENCY MAILINGS				
		SCHOOL/FORMER INTERN				
		ADS-LinkedIn handshake.com-Boston Univeristy, Suffolk University, Salem State University, Bates College, Simmons College, Stonehill College				
3729	Meteorologist	INTERNAL POSTINGS	1	1	1	
		EMPLOYEE REFERRAL				
		WHDH WEBSITE	4	2	2	website/agent
		AGENCY MAILINGS				
		SCHOOL/FORMER INTERN				