



Annual FCC – EEO Public File Report  
May 21, 2020 through May 20, 2021  
Employment Unit consists of WTVS  
And WRCJ-FM (Operated Under Management Agreement)

I. Recruitment for All Full-time Vacancies

Detroit Public Television (DPTV) posts each full time vacancy within the station on the station intranet. Vacancy information is also widely disseminated (as noted in II below) and all position vacancies are posted to the DPTV Website [www.dptv.org](http://www.dptv.org) except in exigent circumstances.

II. Notification to Community Groups

A. Routine Recruitment Outreach – As a regular practice, notices are sent to local organizations that have requested vacancy information for each full-time permanent opening. All such job announcements encourage those seeking information to refer to DPTV’s Website for additional information.

B. Job Specific Recruitment – For each vacant position, Human Resources, along with the department head, identify what paid advertisements, Websites or trade publications will be used in addition to the sources listed in the Recruitment Sources.

III. Non-Vacancy Specific Recruitment Efforts During Reporting Period

A. Attendance at Career and Job Fairs

During the reporting period, Detroit Public Television has participated in the following career fairs:

- October 21, 2020 – Wayne State University Journalism Day Internship Fair, Virtual. Cheri Mitchell, Human Resources and Sandra Svoboda, Program Director, GLN attended the fair.
- March 10, 2021 University of Michigan’s Internship event -Virtual. Cheri Mitchell, Human Resources, attended the event.

B. Internship Program

The Detroit Educational Television Foundation (WTVS) internship program is designed to give qualified students, volunteers and members of the community an opportunity to gain an enhanced understanding of television production and station operations through

meaningful and challenging work assignments and allows WTVS to participate in the educational process by providing a practical, first-hand television work experience.

Internships are administered on a quarterly basis. The rotation of interns aids WTVS in providing exposure of the television medium to a greater number of communications and journalism students and others.

Our internships were administered on the following basis:

Quarter	Number of Interns (based on internship start date)
Fiscal Year 2020 – 4 <sup>th</sup> Quarter (May 2020 – June 2020)	4
Fiscal Year 2021 – 1 <sup>st</sup> Quarter (July 2020 – Sept 2020)	3
Fiscal Year 2021 – 2 <sup>nd</sup> Quarter (Oct 2020 – Dec 2020)	1
Fiscal Year 2021 – 3 <sup>rd</sup> Quarter (Jan 2021 – March 2021)	1

Information regarding internships is available on the station website and has been distributed to area universities.

During the reporting period, a total of 3 students interned in the Production Department, 1 student interned in the Human Resources Department, 3 students in the Great Lakes Now Department, and 2 students interned in the PBS Books Department. All the students who interned came from a variety of local universities and colleges.

### C. Employee Training Programs

- Detroit Public Television offers several benefits that encourage employees to advance their education and careers, including training that may qualify employees for promotion and tuition reimbursement.
- Detroit Public Television hosts Lunch and Learns providing educational sessions on average, once per quarter during the lunch hour. All employees are encouraged to attend.
- During fiscal year 2021, DPTV encouraged employees to log at least 35 hours of training.

- Employees reported the following training:

<b>Class</b>	<b>Date</b>	<b>Number of Employees</b>
Access for Office 365 - Part 1	7/28/2020	1
Microsoft Teams	8/10/2020	3
Adobe Acrobat Pro DC: Advanced	2/16/2021	1
Moving to Management & Leadership	3/1/2021	1
Cross Functional Communication	3/29/2021	1
Time Management	4/1/2021	1
Critical Thinking	4/16/2021	1
Microsoft Excel for Office 365 (Desktop or Online) - Part 2	4/28/2021	1
Microsoft SharePoint 2013: Site Owner	4/30/2021	1
Leadership and Influence	5/4/2021	1
Excel for office 365 - Part 2	5/5/2021	1
Coaching and Mentoring	5/11/2021	1

D. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities

- All upper level openings during the reporting period were posted with the Michigan Association of Broadcasters job bank.

E. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination

- All station personnel completed an anti-harassment training, which was conducted by the Corporation for Public Broadcasting. Current personnel completed the training by September 30, 2020. All new personnel were assigned training and completed within a week of their hire date.

Section 1: Full time Job Openings Filled  
 Time Period Covered: May 21, 2020 to May 20, 2021

Full Time Position Filled By Job Title and Date Filled	Recruitment Source that Referred the Person Hired	Number of Persons Interviewed
Senior Major Gifts Officer Hired: 2/1/2021 Recruitment Sources: 1, 4-13, 15-24, 26, 27, 29-32, 48, 51, 57, 66	Referral	8
Producer, Local & National Projects Hired: 11/2/2020 Recruitment Sources: 1, 4-24, 26, 27, 29-32, 46, 48, 51	Indeed	11
Broadcast Operations Coordinator, MLC Hired: 9/30/2020 Recruitment Sources: 1, 4-24, 26, 27, 29-32, 44, 48, 51	Internal Hire	3
Traffic Coordinator, MLC Hired: 11/30/2020 Recruitment Sources: 1, 4-24, 26, 27, 29-32, 44, 48, 51	Linkedin	3
Producer, MLC Hired: 1/4/2021 Recruitment Sources: 1, 4-24, 26, 27, 29-32, 44, 48, 51	Indeed	7
Digital Content Coordinator Hired: 4/23/2021 Recruitment Sources: 1-13, 15-24, 26, 27, 29-32, 43, 48, 51	Employee Referral	3
Full Time Editor Hired: 1/4/2021 Recruitment Sources: 1, 4-24, 26, 27, 29-32, 44, 48, 51	DPTV Website	7
Grant Writer Hired: 2/15/2021 Recruitment Sources: 1-13, 15-24, 26, 27, 29-32, 48, 51	Internal Hire	5
Product Development Specialist Hired: 2/1/2021 Recruitment Sources: 1-13, 15-24, 26, 27, 29-32, 48, 51	Employee Referral	3

Time Period covered: May 21, 2020 to May 20, 2021  
 Stations in Employment Unit: WTVS

Recruitment Source (Name, Address, Telephone Number, Contact Name, Web/E-mail address)	Total Number of Interviewees This source has provided during this period
1. Station Website Postings Detroit Public Television <a href="http://www.dptv.org">www.dptv.org</a>	8
2. Internal Station Postings Detroit Public Television <a href="mailto:hresources@dptv.org">hresources@dptv.org</a>	2
3. DPTV Social Media Detroit Public Television <a href="https://www.linkedin.com/company/detroit-public-television">https://www.linkedin.com/company/detroit-public-television</a>	
4. Aquinas College <a href="mailto:saintsforhire@aquinas.edu">saintsforhire@aquinas.edu</a>	
5. Central Michigan University <a href="mailto:careers@cmich.edu">careers@cmich.edu</a> ; <a href="mailto:jimwoj@gmail.com">jimwoj@gmail.com</a>	
6. Davenport University <a href="mailto:livonia.cs@davenport.edu">livonia.cs@davenport.edu</a>	
7. Detroit Hispanic Development <a href="mailto:info@dhdcl.org">info@dhdcl.org</a>	
8. Detroit Urban League <a href="mailto:shelita.richmond@deturbanleague.org">shelita.richmond@deturbanleague.org</a>	
9. Eastern Michigan University <a href="mailto:sbooth1@emich.edu">sbooth1@emich.edu</a> ; <a href="mailto:emu_cmta@emich.edu">emu_cmta@emich.edu</a>	
10. Henry Ford Community College <a href="mailto:careers@hfcc.edu">careers@hfcc.edu</a>	
11. Hillsdale College <a href="mailto:careerservices@hillsdale.edu">careerservices@hillsdale.edu</a>	
12. JVS Employment Angela Bevak < <a href="mailto:abevak@jvsdet.org">abevak@jvsdet.org</a> >	
13. Lawrence Tech <a href="mailto:jgaber@ltu.edu">jgaber@ltu.edu</a>	
14. Oakland University <a href="mailto:careers@oakland.edu">careers@oakland.edu</a> ; <a href="mailto:sideling@oakland.edu">sideling@oakland.edu</a>	

15.	Marygrove College <a href="mailto:careerservices@marygrove.edu">careerservices@marygrove.edu</a>	
16.	MSU morrisvi@vps.msu.edu hanson39@msu.edu	
17.	Public Media Business Association info@pmbaonline.org	
18.	Schoolcraft College <a href="mailto:jstadnic@schoolcraft.edu">jstadnic@schoolcraft.edu</a>	
19.	PRNDI Chris Diers < <a href="mailto:cpaigediers@gmail.com">cpaigediers@gmail.com</a> >	
20.	Southeastern Michigan Indians Inc. <a href="mailto:semii1975@yahoo.com">semii1975@yahoo.com</a>	
21.	The Fitness Fellowship International <a href="mailto:emufitnessfellowship@gmail.com">emufitnessfellowship@gmail.com</a>	
22.	Young Nonprofit Professionals Network <a href="mailto:ynpndetroit@gmail.com">ynpndetroit@gmail.com</a>	
23.	Michigan Rehabilitation Services Hargrave, Terry (DHS) < <a href="mailto:hargravet1@michigan.gov">hargravet1@michigan.gov</a> >	
24.	American Indian Services Inc <a href="mailto:amerinserv@ameritech.net">amerinserv@ameritech.net</a>	
25.	The Association of LGBTQ Journalists <a href="mailto:info@nlgja.org">info@nlgja.org</a>	
26.	Specs Howard <a href="mailto:nshiner@specshoward.edu">nshiner@specshoward.edu</a>	
27.	Wayne State <a href="mailto:perry.farrell@wayne.edu">perry.farrell@wayne.edu</a>	
28.	Ideastream/WNED	
29.	Ideastream/WNED Cara Wolcott – WNED <a href="mailto:cwolcott@wned.org">cwolcott@wned.org</a>	
30.	Ideastream/WNED Amira Nasrallah – WNED <a href="mailto:Amira.Nasrallah@ideastream.org">Amira.Nasrallah@ideastream.org</a>	
31.	Ideastream/WNED Jason Argenas <a href="mailto:jargenas@wqed.org">jargenas@wqed.org</a>	

32.	Ideastream/WNED Lisa Welling lwelling@wned.org	
33.	Adrian College	
33.	Delta College	
34.	International academy of Design Technology	
35.	U of M	
36.	Madonna University	
37.	Wayne County Community College	
38.	Minority Supplier - Diane Lee	
39.	Art Institute of Michigan	
42.	Michigan Talent Bank <a href="https://jobs.mitalent.org/signin/">https://jobs.mitalent.org/signin/</a>	
43.	Culture Source <a href="https://culturesource.org/post-job-members/">https://culturesource.org/post-job-members/</a>	
44.	Michigan Assc. Broadcasters <a href="http://www.Michmab.com">www.Michmab.com</a>	
45.	TV Jobs <a href="http://www.tvjobs.com/cgi-bin/jobs2/employers/postjob.cgi">http://www.tvjobs.com/cgi-bin/jobs2/employers/postjob.cgi</a>	
46.	CPB Jobline: Public media employment <a href="http://cpb.org/jobline/submit.php">http://cpb.org/jobline/submit.php</a>	1
47.	Greater Public Jobline <a href="http://greaterpublic.org/job-line">http://greaterpublic.org/job-line</a>	
48.	Michigan Diversity Council <a href="http://www.diversityfirstjobs.com">http://www.diversityfirstjobs.com</a>	
49.	Internships.com <a href="http://www.internships.com/employer">http://www.internships.com/employer</a>	

50.	Society Broadcast Engineers <a href="http://www.sbe.org/sections/jl_submit.php">http://www.sbe.org/sections/jl_submit.php</a>	
51.	INDEED <a href="https://employers.indeed.com/m#post-job">https://employers.indeed.com/m#post-job</a>	28
53.	Handshake (internships) <a href="https://app.joinhandshake.com/">https://app.joinhandshake.com/</a>	
54.	Specs Howard Internships only	
55.	Washtenaw Community College (Internships) <a href="https://washtenaw-csm.symplicity.com/employers/index.php?s=home&amp;PHPSESSID=516c47f5ec19e2f82e4bb419efa38f92">https://washtenaw-csm.symplicity.com/employers/index.php?s=home&amp;PHPSESSID=516c47f5ec19e2f82e4bb419efa38f92</a>	
57.	Michigan Nonprofit Association <a href="https://www.mnaonline.org/jobcenterform.aspx">https://www.mnaonline.org/jobcenterform.aspx</a>	3
58.	Linkedin	8
59.	Public Relations Society of America <a href="http://www.prsadetroit.org/job-opportunities-2/">http://www.prsadetroit.org/job-opportunities-2/</a>	
60.	Women in Communication <a href="http://jobtarget.womcom.org/employer/pricing/">http://jobtarget.womcom.org/employer/pricing/</a>	
61.	Journalism Jobs <a href="http://journalismjobs.com/post_job_new.cfm">http://journalismjobs.com/post_job_new.cfm</a>	
62.	Simplyhired simplyhired.com	
63.	Inforum Center for Leadership Development <a href="https://www.inforummichigan.org/job-postings">https://www.inforummichigan.org/job-postings</a>	
64.	current magazine jobs.current.org	
65.	Michigan Graphic Design Association <a href="http://detroit.aiga.org/">http://detroit.aiga.org/</a>	
66.	Associate of Fundraising Professionals <a href="https://community.afpnet.org/afpmigreaterdetroitchapter/career/new-item">https://community.afpnet.org/afpmigreaterdetroitchapter/career/new-item</a>	



67.	National Association of African Americans in Human Resources <a href="http://naahrcareerconnections.org/recruiters">http://naahrcareerconnections.org/recruiters</a>	
68.	National Black MBA Association <a href="http://my.nbmbaa.org/recruiters">http://my.nbmbaa.org/recruiters</a>	
69.	National Association of Black Journalists	
70.	media Jobs Connection <a href="http://mediajobsconnection.poynter.org/?sslid=MzQ3Mbi0MTUwNzUGAA&amp;sseid=MzY2trA0NbMEAA&amp;jobid=6bb8ff3f-261b-43fe-a048-7c98526142a7">http://mediajobsconnection.poynter.org/?sslid=MzQ3Mbi0MTUwNzUGAA&amp;sseid=MzY2trA0NbMEAA&amp;jobid=6bb8ff3f-261b-43fe-a048-7c98526142a7</a> <a href="http://michigan.jobing.com/recruiting">http://michigan.jobing.com/recruiting</a>	
72.	Public Media Jobs <a href="http://jobs.current.org/home/index.cfm?site_id=14538">http://jobs.current.org/home/index.cfm?site_id=14538</a>	
74.	Tech jobs <a href="http://www.dice.com/common/content/postJobs/index2.jsp">http://www.dice.com/common/content/postJobs/index2.jsp</a>	
75.	Upwork for freelancers <a href="https://www.upwork.com/">https://www.upwork.com/</a>	
76.	Employee Diversity <a href="http://www.employdiversity.com/cgi-bin/wc.dll?EEnter~?PostJobs">http://www.employdiversity.com/cgi-bin/wc.dll?EEnter~?PostJobs</a>	