

**South Florida PBS, Inc.**

**Annual EEO Public File Report for 10/1/2021 to 9/30/2022**

**Stations WPBT, Miami, FL; WXEL-TV, Boynton Beach, FL; WURH-CD, Miami FL**

**Recruitment Source List**

ABILITIES OF FLORIDA  
6602 SW 57 AVE  
MIAMI, FL 33143  
(305) 669-6981

MS. NANCY O'ROURKE  
CAREER SERVICES ADVISOR  
AII MIAMI INTERNATIONAL  
UNIVERSITY OF ART & DESIGN  
1501 BISCAYNE BLVD., SUITE 100  
MIAMI, FL 33132-1418  
(305) 428-5653  
norourke@aai.edu

PAUL LUTTMAN  
DIRECTOR OF CAREER PLANNING &  
PLACEMENT SERVICES  
BARRY UNIVERSITY  
11300 NE 2 AVE  
MIAMI SHORES, FL 33161  
(305) 899-4010  
careerservices@mail.barry.edu

MARY WORLEY  
STUDIO MANAGER  
BARRY UNIVERSITY  
11300 NE 2 AVE  
MIAMI SHORES, FL 33161  
(305) 899-3462  
careerservices@mail.barry.edu

BONNIE TRUNDY  
OFFICE OF CAREER SERVICES  
BATES COLLEGE  
31 FRYE STREET  
LEWISON, ME 04240  
207-786-6399

CLAUDINE MCKEE  
BETHUNE COOKMAN COLLEGE  
640 DR. MARY MCLEOD BETHUNE  
BLVD.  
DAYTONA BEACH, FL 32114  
904-255-1401

BROWARD COLLEGE  
CAREER CENTER - BLDG. 46/RM 237  
1000 COCONUT CREEK BLVD.  
COCONUT CREEK, FL 33066  
(954) 201-2272

BETTY GRADERA  
CAMACOL LATIN  
CHAMBER/COMMERCE  
1417 W. FLAGLER ST  
MIAMI, FL 33135  
(305) 642-3870  
[bettyg@camacol.org](mailto:bettyg@camacol.org)

CAREERSOURCE SOUTH FLORIDA  
NORTH MIAMI BEACH  
CAREER CENTER  
801 NE 167 STREET  
NORTH MIAMI BEACH, FL 33162  
305-654-7175

CAREERSOURCE SOUTH FLORIDA  
HIALEAH  
CAREER CENTER  
240 EAST 1ST AVE, SUITE 222  
HIALEAH, FL 33010  
305-883-6925

CAREERSOURCE  
NORTHSIDE  
CAREER CENTER  
DIV/WORKFORCE & EMP OPS (WEO)  
7900 NW 27 AVE, SUITE 200  
MIAMI, FL 33147  
(305) 693-2060

CARLOS ALBIZU UNIVERISTY  
DEPT. OF STUDENT SERVICES  
2173 NORTHWEST 99th AVENUE  
MIAMI, FLORIDA 33172  
(305) 593-1223

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PALM BEACH GARDENS, FL 33403  
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407-704-8910

MARGO BEAVER  
DIRECTOR  
CONNECTICUT SCHOOL OF  
BROADCASTING  
3901 COCONUT PALM DRIVE, SUITE  
105  
TAMPA, FL 33619

CAROL ROBINSON  
CPB  
401 NINTH STREET, NW  
WASHINGTON, DC 20004-2006  
(202) 879-9600  
[www.cpb.org](http://www.cpb.org)

FLORIDA A&M UNIVERSITY  
CAREER CENTER  
100 STUDENT UNION PLZ  
BLDG. 1676  
TALLAHASSEE, FL 32307  
(850) 599-3700

FLORIDA ASSOCIATION OF  
BROADCASTERS  
201 SOUTH MONROE STREET, #201  
TALLAHASSEE, FL 32301

FLORIDA ATLANTIC UNIVERSITY  
CAREER PLANNING & PLACEMENT  
777 GLADES ROAD, SSB 228  
BOCA RATON, FL 33431  
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FLORIDA GULF COAST UNIVERSITY  
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10501 FGCU BLVD., SOUTH  
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FLORIDA STATE UNIVERSITY  
CAREER CENTER  
600 WEST COLLEGE AVE.  
TALLAHASSEE, FL 32306  
(850) 644-2525

FLORIDA TECHNICAL COLLEGE  
CAREER SERVICES  
12689 CHALLENGER PKWY, #130  
ORLANDO, FL 32826-2750  
888-574-2082

GOODWILL INDUSTRIES  
2121 NW 21 ST  
MIAMI, FL 33142  
(305) 326-4166

LAILA SEAGLE  
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3800 SOUTH CONGRESS AVE  
BOYNTON BEACH, FL 33406  
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LYNN UNIVERSITY  
HANNIFAN CENTER FOR CAREER  
DEVELOPMENT & INTERNSHIP  
3601 N. MILITARY TRAIL  
BOCA RATON, FL 33431-5598  
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MIAMI DADE COLLEGE  
STUDENT EMPLOYMENT  
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11011 SW 104 ST, RM 3105  
MIAMI, FL 33176  
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NICOLE ARCHIE  
MIAMI LAKES TECH. CENTER  
JOB PLACEMENT OFFICE  
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MIAMI MEDIA SCHOOL  
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CAREER SERVICES – STUDENT  
SUCCESS CENTER  
PALM BEACH ATLANTIC COLLEGE  
P.O. BOX 24708  
WEST PALM BEACH, FL 33416-4708  
561-803-2061

MICHELLE MARTON  
PALM BEACH COUNTY FILM & TV  
COMMISSION  
1555 PALM BEACH LAKES BLVD.,  
#900  
WEST PALM BEACH, FL 33401  
561-233-3111

AMY WINTERS  
PALM BEACH HABILITATION  
CENTER  
4522 SOUTH CONGRESS AVENUE  
LAKE WORTH, FL 33461  
561-965-9500

PBC WORKFORCE ALLIANCE  
CAREER CENTER  
ADMINISTRATIVE OFFICE  
315 SOUTH DIXIE HWY., #102  
WEST PALM BEACH, FL 33401-5805  
561-837-5500

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3400 BELVEDERE ROAD  
WEST PALM BEACH, FL 33406-1525  
561-616-5200

PBC WORKFORCE ALLIANCE  
WEST CAREER CENTER  
1085 SOUTH MAIN STREET  
BELLE GLADE, FL 33430  
561-992-1310

PBC WORKFORCE ALLIANCE  
SOUTH CAREER CENTER  
951 YAMATO ROAD, SUITE 175  
BOCA RATON, FL 33431  
561-853-0181

RAMON A. RODRIGUEZ, CPA  
509 ROYAL PLAZA DRIVE  
FORT LAUDERDALE, FL

ANGELA HOHMAN  
SHEFFIELD INSTITUTE FOR THE  
RECORDING ARTS  
13816 SUNNYBROOK ROAD  
PHOENIX, MD 21131  
410-628-7260

ST. THOMAS UNIVERSITY  
JOB PLACEMENT OFFICE  
16400 NW 32 AVE  
MIAMI, FL 33054  
(305) 628-6688

CRISTINA LOPEZ  
CAREER SERVICES  
ST. THOMAS UNIVERSITY  
16401 NW 37TH AVE  
MIAMI GARDENS, FL 33054  
(305) 628-6577

THE LEADERSHIP INSTITUTE  
STEVEN P.J. WOOD BUILDING  
1101 NORTH HIGHLAND STREET  
ARLINGTON, VA 22201  
703-247-2000

UNIVERSITY OF CENTRAL FLORIDA  
CAREER CENTER  
4000 CENTRAL FLORIDA BLVD.  
ORLANDO, FL 32816  
(407) 823-2000

UNIVERSITY OF FLORIDA  
CAREER RESOURCE CENTER  
DIVISION OF STUDENT AFFAIRS  
FIRST FLOOR J. WAYNE REITZ UNION  
P.O. BOX 118507  
GAINESVILLE, FL 32611  
352-392-1601

MR. DAN LYNCH  
UNIVERSITY OF MIAMI  
TOPPEL CAREER CENTER  
P.O. BOX 249175  
1306 STANFORD DRIVE  
CORAL GABLES, FL 33124-6930  
(305) 284-5451

UNIVERSITY OF TAMPA  
CAREER SERVICES  
401 W KENNEDY BLVD  
TAMPA FL 33606-1490  
(813) 253-3333

URBAN LEAGUE/BROWARD  
COUNTY  
JOB PLACEMENT  
560 NW 27<sup>TH</sup> AVENUE  
FORT LAUDERDALE, FL 33311  
954-584-0777

URBAN LEAGUE/GREATER MIAMI  
8500 N.W. 25 AVE  
MIAMI, FL 33147  
(305) 696-4450

GIGI MARSHALL, JOB POSTINGS  
URBAN LEAGUE/PALM BEACH  
COUNTY  
1700 NORTH AUSTRALIAN AVE  
WEST PALM BEACH, FL 33407  
561-833-1461

DAN YEAKEL  
VICKERS HOUSE  
811 PALM BEACH LAKES BLVD.  
WEST PALM BEACH, FL 33405  
561-835-7030

LELA JORDAN  
VICKERS HOUSE  
3801 GEORGIA AVENUE  
WEST PALM BEACH, FL 33405  
561-804-4975

YOUTH CO-OP, INC.  
780 FISHERMAN ST.  
OPA-LOCKA, FL 33054  
(305) 687-2886

SOUTH FLORIDA PBS, INC.  
BOARD OF DIRECTORS  
Total of 23

REQUESTS FROM MEMBERS OF THE  
COMMUNITY:

K. Soffia  
R. Blattner  
M. Martell

\*Personal information redacted but  
available upon request.

The above Recruitment Source List is continually modified/updated in order to ensure wide dissemination of information concerning our open positions and includes all organizations who have requested inclusion on this list. On a regular basis, each Recruitment Source is contacted to verify contact name, address, phone, fax and e-mail address to determine the best method for notification of our open positions.

In addition, a notice appears on our website, under Careers on both WPBT and WXEL, publicizing notification requirements and providing contact information for organizations or individuals interested in receiving open position notifications. Additionally, a 52-second on-air announcement detailing this information airs three times per week on WPBT, WXEL and WURH-Health Channel.

**Full Time Job Vacancy Summaries**  
**October 1, 2021 – September 30, 2022**

Job Title: **Assistant VP, Engineering & Technology**      Date Opened: 7/29/21  
Date Filled: 4/29/22  
Referral Source of Hire: Indeed

Total # of Interviewees: 5

Recruitment Sources of Interviewees

Indeed.com  
SFPBS Website  
Public Media Jobs  
Indeed.com  
Indeed.com

Job Title: **Director, Major Gifts-North**      Date Opened: 7/29/21  
Date Filled: 05/09/22  
Referral Source of Hire: Agency Referral

Total # of Interviewees: 7

Recruitment Sources of Interviewees

Agency Referral  
Agency Referral  
Agency Referral  
Agency Referral  
Agency Referral  
Indeed.com  
Indeed.com

Job Title: **Assistant to the Managing Director**      Date Opened: 02/03/22  
Date Filled: 05/09/22  
Referral Source of Hire: Internal Candidate

Total # of Interviewees: 5



Recruitment Sources of Interviewees

Internal Candidate  
SFPBS Website  
Public Media Jobs  
Indeed.com  
Indeed.com

Job Title: **Promo Producer**

Date Opened: 03/04/22  
Date Filled: 05/23/22  
Referral Source of Hire: Indeed

Total # of Interviewees: 5

Recruitment Sources of Interviewees

Indeed.com  
Indeed.com  
Indeed.com  
Indeed.com  
SFPBS Website

Job Title: **Communication &  
Marketing Specialist**

Date Opened: 05/12/22  
Date Filled: 07/18/22  
Referral Source of Hire: LinkedIn

Total # of Interviewees: 8

Recruitment Sources of Interviewees

LinkedIn  
Indeed.com  
Employee Referral  
Employee Referral  
Employee Referral  
SFPBS Website  
Indeed.com  
Indeed.com

Job Title: **Director, Business  
Development & Underwriting** Date Opened: 01/04/22  
Date Filled: 08/17/22 Referral Source of Hire: Pam Giganti (host of our  
community affairs program *Your South Florida*)

Total # of Interviewees: 5

Recruitment Sources of Interviewees

Indeed.com  
SFPBS Website  
Indeed.com  
SFPBS Website  
Pam Giganti  
Indeed.com

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**Total number of interviewees for all positions: 35**

**Total number of interviewees referred from each recruitment source:**

Agency Referral - Karla Mihm & Associates **5**  
LinkedIn **1**  
SFPBS Website **6**  
Indeed.com **16**  
Employee Referral **3**  
Internal Candidate **1**  
Public Media Jobs **2**

A copy of each of the foregoing vacancies was provided to each source on the Recruitment Source List.

Additional recruitment sources used for interviews not listed in the Recruitment Source List are as follows:

All positions were additionally posted on the South Florida PBS Website (<https://www.southfloridapbs.org/about/careers/>); WPBT Website (<https://www.wpbt2.org/careers/>); WXEL Website (<https://www.wxel.org/careers/>); Indeed ([www.indeed.com](http://www.indeed.com)); Corporation for Public Broadcasting ([www.cpb.org](http://www.cpb.org)); Twitter ([www.twitter.com](http://www.twitter.com)), and Facebook ([www.facebook.com](http://www.facebook.com)).

The Assistant VP, Engineering/Technology position was also posted on LinkedIn ([www.linkedin.com](http://www.linkedin.com)); Public Media Jobs (<https://jobs.current.org>); National Veterans Foundation

([jobs@nvf.org](mailto:jobs@nvf.org)); Veteran Job Listings ([www.veteransjoblistings.org](http://www.veteransjoblistings.org)), and the US National Labor Exchange ([www.usnlx.com](http://www.usnlx.com))

The Director, Major Gifts position was also posted on LinkedIn ([www.linkedin.com](http://www.linkedin.com)) and with Karla Mihm and Associates, 305-775-5274, [karla@karlamihm.com](mailto:karla@karlamihm.com) [www.karlamihm.com](http://www.karlamihm.com).

### **Supplemental Initiative Descriptions**

#### **Initiative Title: Internship Program**

Description of Initiative: The station has had a program of developing relationships with colleges/universities that provide intern candidates for many years. In lieu of compensation, these candidates receive college course credit for their semester program participation in the internship program. Our program provides the opportunity for comprehensive hands-on experience in all facets of broadcasting including broadcasting/journalism, production/programming, advertising/promotion and social media. Monica R. Westby, HR Manager, is responsible for coordinating the internship program. Following is a list of those educational institutions from which interns have been recruited:

Ai Miami International University of Art & Design, Miami, FL  
Barry University, Miami, FL  
Brandeis University, Waltham, MA  
Broward College, Coconut Creek, FL  
Carlos Albizu University, Miami, FL  
Center of Cinematography Arts & Television, North Miami, FL  
City College, Ft. Lauderdale, FL  
Connecticut School of Broadcasting, Davie, FL  
Dillard Center for the Arts, Fort Lauderdale, FL  
Eastern Illinois, Charleston, IL  
Florida A&M University, Tallahassee, FL  
Florida Atlantic University, Boca Raton, FL  
Florida Gulf Coast University, Ft. Myers, FL  
Florida International University, North Miami, FL  
Florida Memorial University, Miami, FL  
Florida State University, Tallahassee, FL  
Full Sail Real World, Orlando, FL  
Hamilton College, Clinton, NY  
Johnson & Wales University, North Miami, FL  
Jones College, Miami, FL  
Loyola Marymount University, Los Angeles, CA  
Lynn University, Boca Raton, FL  
Miami Country Day, Miami Shores, FL  
Miami Dade College, Miami, FL  
Miami Lakes Technical Center, Miami Lakes, FL  
Northwestern University, Evanston, IL  
Nova Southeastern University, Ft. Lauderdale, FL  
Olivet Nazarene University, Bourbonnais, Illinois  
Palm Beach State College, Palm Beach, FL  
Southern Illinois University, Carbondale, IL

St. Thomas University, Miami, FL  
 SUNY Purchase, Harrison, NY  
 University of Alabama, Tuscaloosa, AL  
 University of Central Florida, Orlando FL  
 University of Illinois, Chicago, IL  
 University of Florida, Gainesville, FL  
 University of Miami, Coral Gables, FL  
 University of Maryland, College Park, MD  
 University of Mississippi, Oxford, MS  
 University of North Florida, Jacksonville, FL  
 University of Tampa, Tampa, FL  
 University of Virginia, Charlottesville, VA

The following is a list of the departments/divisions in which interns were used for fall semester 2021 and spring, summer and fall semesters of 2022:

<u>Educational Institution</u>	<u>Supervisor Overseeing Internship</u>	<u>Project/Assigned Area</u>
Fall/Winter 2021		
FIU	Jacqueline Lo, Director, Interactive Media	Content – Social Media
FIU	Nathalia Lemos, Multimedia Producer	Content – Check, Please!
FAU	Melissa Harmon, Sr. Director, Production	Content – Art Loft
FAU	Nathalia Lemos, Multimedia Producer	Content – Check, Please!
Spring 2022		
FAU	Melissa Harmon, Sr. Director, Production	Content – Art Loft
FAU	Denise Olsak, Comm. & Mktg. Specialist	Mktg. & Comm.
FIU	Denise Olsak, Comm. & Mktg. Specialist	Mktg. & Comm.
FAU	Sarah Topf, KidVision Producer	KidVision
SUNY	Sarah Topf, KidVision Producer	KidVision
UM	Serena Jimenez, Social Media Producer	KidVision – Outreach
FAU	Nathalia Lemos, Multimedia Producer	Content – Check, Please!
Summer 2022		
FIU-Scripps	Nicole Borrero, Producer	Content – YSF/Art Loft
Nova Southeastern	Sarah Topf, KidVision Producer	KidVision
Hamilton College	Anabel Cardenas, HC Marketing Specialist	Mktg. & Comm.
Fall 2022		
Barry University	Anabel Cardenas, HC Marketing Specialist	Mktg. & Comm.
UM	Nathalia Lemos, Multimedia Producer	Content – Check, Please!

(YSF = *Your South Florida*)

**Initiative Title: Job/Career Fairs**

Description of Initiative: Monica R. Westby, HR Manager, is responsible for the recruitment efforts for open positions at WPBT, WXEL and/or WURH and makes hiring recommendations. She attended the following job/career fairs during this reporting period:

- Diversity & Inclusion Career Fair, March 16, 2022
- NSU Fall 2022 Recruit a Shark Virtual Career Expo, September 21, 2022

At these job fairs information was provided on available positions in addition to information relative to future opportunities to students. In addition, general station and broadcasting career information as well as information on internship opportunities are provided.

**Initiative Title: Participation in scholarship programs designed to assist students interested in a career in broadcasting.**PBS Newshour Student Reporting Labs Gwen Ifill Fellowship

South Florida PBS, Inc. serves as a mentor to local high schools involved in the PBS Newshour Student Reporting Labs initiative. Melissa Harmon, Sr. Director Production, heads up this initiative and shares the Student Reporting Labs' hope of building the next generation of public media journalists by connecting "students with a network of public broadcasting mentors, an innovative journalism curriculum and an online collaborative space to develop digital media, critical thinking and communications skills while producing original news reports."

South Florida PBS's engagement with the SRL's continued to be impacted by limited in-person availability due to Covid concerns. However, we were able to create the opportunity for five local South Florida SRL students to get field experience collecting "person on the street" soundbites at the Miami Book Fair in November of 2021, for the upcoming January 2022 *Your South Florida* ("YSF") episode focused on wellness and self-renewal. The students asked people if they incorporate mindfulness into their lives and what they do to nurture themselves mentally. The comments were used to create a story for the YSF episode, and the students received reporter credits on the broadcast.

**Gun Violence Town Hall June 2022**

Taped June 14, 2022 & aired on South Florida PBS WPBT2 & WXEL 42 on June 17, 2022 – Your South Florida Special Episode "Youth and Gun Violence"

Perhaps the most significant student engagement we did was as part of our Gun Violence Town Hall taped in partnership between South Florida PBS' *Your South Florida* and a local Hispanic television network. We taped a discussion with a Miami-Dade school psychologist and a local school counselor and a panel that included teachers, parents, and five high school students. All spoke openly about their concerns for students in the wake of the Uvalde School Massacre in Texas that happened as schools across the country were shutting down for the summer. As part of this broadcast, we also aired a package of soundbites with students from across the country collected by Student Reporting Labs student journalists.

## Other Engagement with Schools and Community

October 7th, 2021 – Alexa Elliot, Manager, Science & Environmental Content, gave a virtual presentation about *Changing Seas* to the USA Dive Club, Florida’s oldest and most sophisticated scuba diving club. Approximately 10 people attended live at the club’s meeting site and 22 others attended virtually.

October 10th, 2021 – Alexa Elliot, Manager, Science & Environmental Content, gave a virtual presentation about *Changing Seas* to the South Florida Underwater Photography Society. About 30 society members attended online.

May 12, 2022 – Mary Pat Lang, Sr. Director, Production Services, and Gene Talley, Sr. Vice President, Engineering & Technology, gave a tour and talk at our WXEL Studios to a group of students (8 students) from the Strategic Forum Student Group of Nova Southeastern University’s Business School. As a result of this tour, we engaged one of the students as a Summer Intern.

### **Initiative Title: Training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.**

#### Sexual Harassment/Discrimination Training

South Florida PBS, Inc. continues its commitment to a workplace free from any form of discrimination and/or harassment. We conduct mandatory sexual harassment and discrimination training for all staff and interns annually.

In May 2019 we rolled out our current training model which utilizes an online compliance training company, Trailiant, through which we have contracted for online Anti-Harassment and Anti-Discrimination training courses.

Each online course is comprised of bite-sized episodes presented in a Netflix-style news format. Episodes feature interactive videos that challenge employees to decide on the best approach to difficult, realistic work situations illustrating the different types of behavior that constitute sexual harassment such as unwelcome sexual advances, requests for sexual favors and other verbal or physical harassment of a sexual nature. Employee also learn about sexual harassment outside the workplace, consensual relationships and how to identify a “hostile work environment” and “quid pro quo” as defined by the Equal Employment Opportunity Commission (EEOC). The course also provides information on the corporation’s Workplace Respect and Complaint Procedures policies. The courses conclude with a question/answer session and a post training quiz.

Staff who supervise other employees were required to complete a 60-minute online course and staff that do not supervise others were required to complete a 30-minute online course. The module was disseminated to staff on April 5, 2022 and given a deadline for completion of April 29, 2022. Monica R. Westby, HR Manager, facilitated this online training. We were able to track and follow up with staff in order to ensure 100% participation.

As new staff are hired, they are required to complete this online training course as part of their new hire orientation program.