

WUCF-TV and WUCF-FM, Orlando, FL, 2021-22 FCC Annual EEO Public File Report

EEO Regulations for Broadcasters Public File

The FCC's updated equal employment opportunity regulations emphasize broad outreach and recruitment. The following EEO worksheets are designed to assist and illustrate that WUCF TV and FM are in compliance with the Commission's current EEO rules, policies, and record-keeping requirements.

WUCF TV and FM are licensed to the University of Central Florida. Accordingly, UCF is responsible for the station's hiring and EEO activities. UCF is an equal opportunity employer. In compliance with UCF Human Resources guidelines, applicants are asked to provide referral sources on an optional/voluntary basis.

Updated as of September 2022

List of Full-Time Jobs Filled

Period October 1, 2021 through September 30, 2022

Job Title: Accountant II	Date Filled: 02/21/2022
Job Title: Broadcast Production Specialist I	Date Filled: 04/01/2022
Job Title: Broadcast Production Specialist II/Sr. Producer	Date Filled: 04/05/2022
Job Title: Communications Specialist I	Date Filled: 05/27/2022
Job Title: Office Experience Concierge/Executive Assistant I	Date Filled: 08/15/2022
Job Title: IT Client Support Specialist I	Date Filled: 04/04/2022
Job Title: Manager, Corporate Partnerships	Date Filled: 08/29/2022

Yearly Totals for Number of Interviewees by Referral Source

Recruitment Sources:

UCF Website: 31

Employee Referral: 5

Recruiter/Search Firm: 1

Indeed: 12

LinkedIn: 5

Career Builder: 1

Other Job Board: 6

Total Number of Interviewees: 61

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: Accountant II

Date Filled: 02/21/2022

Posting dates: 11/05/2021 – 01/21/2022

Recruitment Source for Actual Hire: LinkedIn

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Recruitment Sources Utilized for Vacancies:

- African American Chamber of Commerce
- Asian American Chamber of Commerce
- CareerSource
- CareerBuilder
- Corporation for Public Broadcasting -CPB.org
- Diversity Jobs
- Greater Public
- Hero2Hired Program
- HigherEd Jobs
- Hispanic American Chamber of Commerce
- LinkedIn
- MyPBS.org
- NETAonline.org
- Orlando Women in Film Facebook page
- Public Media Business Association
- Public Media Women in Leadership (Facebook page)
- The Broadcasting Education Association
- UCF Veterans Resource Center
- University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com
- Winter Park Chamber of Commerce
- WUCF Facebook page
- WUCF Internal Announcement(Newsletter)
- WUCF website
- WMFE

Number of candidates interviewed: 5

Recruitment Referral Sources:

LinkedIn: 2

Other Job Board: 1

UCF Career Website: 2

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: Broadcast Production Specialist I

Date Filled: 04/01/2022

Posting dates: 11/19/2021 – 04/1/2022

Recruitment Source for Actual Hire: Employee Referral

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Recruitment Sources Utilized for Vacancies:

- All Access
- African American Chamber of Commerce
- Asian American Chamber of Commerce
- Corporation for Public Broadcasting -CPB.org
- Diversity Jobs
- Hero2Hired Program
- Hispanic American Chamber of Commerce
- MyPBS.org
- Public Media Women In Leadership (Facebook page)
- University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com
- Winter Park Chamber of Commerce
- WUCF Facebook page
- WUCF Internal Announcement(Newsletter)
- WUCF website
- WMFE

Number of candidates interviewed: 5

Recruitment Referral Sources:

- Employee Referral: 1
- Other Job Board: 2
- UCF Career Website: 2

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: Broadcast Production Specialist II

Date Filled: 04/05/2022

Posting dates: 11/19/2021 – 03/23/2022

Recruitment Source for Actual Hire: UCF Career Website

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Recruitment Sources Utilized for Vacancies:

- Career Source
- CareerBuilder
- Corporation for Public Broadcasting -CPB.org
- Current for People in Public Media
- Diversity Jobs
- Higher ed jobs
- Indeed
- Journalismjobs.com
- Mediajobboard.com
- Mediabistro.com
- MyPBS.org
- Public Media Business Association
- Public Media Women in Leadership (Facebook page)
- University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com
- WUCF Facebook page
- WUCF Internal Announcement(Newsletter)
- WUCF website

Number of candidates interviewed: 5

Recruitment Referral Sources:

- Indeed: 1
- Other Job Board: 1
- UCF Career Website: 3

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: Communications Specialist I

Date Filled: 05/27/2022

Posting dates: 04/22/2022 – 04/28/2022

Recruitment Source for Actual Hire: Employee Referral

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Recruitment Sources Utilized for Vacancies:

CareerBuilder

Corporation for Public Broadcasting -CPB.org

Diversity Jobs

Higher ed jobs

Indeed

University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com

WUCF Facebook page

WUCF Internal Announcement(Newsletter)

WUCF website

Number of candidates interviewed: 5

Recruitment Referral Sources:

Employee Referral: 1

UCF Career Website: 4

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: Office Experience Concierge/Executive Assistant I **Date Filled:** 08/15/2022

Posting dates: 05/20/2022 – 06/30/2022

Recruitment Source for Actual Hire: UCF Career Website

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Recruitment Sources Utilized for Vacancies:

- Association of Fundraising Professionals
- African American Chamber of Commerce
- Asian American Chamber of Commerce
- Association of Fundraising Professionals Central Florida Chapter
- Career Source
- CareerBuilder
- Corporation for Public Broadcasting -CPB.org
- Diversity Jobs
- Hero2Hired Program
- Hispanic Chamber of Commerce
- Indeed
- MyPBS
- UCF Veterans Resource Center
- University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com
- WUCF Facebook page
- WUCF Internal Announcement(Newsletter)
- WUCF website

Number of candidates interviewed: 5

Recruitment Referral Sources:

- CareerBuilder: 1
- Indeed: 1
- UCF Career Website: 7

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: IT Client Support Specialist I **Date Filled:** 04/04/2022

Posting dates: 11/10/2021 – 01/07/2022

Recruitment Source for Actual Hire: UCF Career Website

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Recruitment Sources Utilized for Vacancies:

- African American Chamber of Commerce
- Asian American Chamber of Commerce
- Association of Fundraising Professionals Central Florida Chapter
- Corporation for Public Broadcasting -CPB.org
- Current for People in Public Media
- Diversity Jobs
- Florida Public Relations Association
- Greater Public
- Hispanic Chamber of Commerce
- Indeed
- NETA Production Council List
- NETAOnline.org
- Orlando Women in Film Facebook page
- The Broadcasting Education Association
- UCF Veterans Resource Center
- University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com
- Women in Film
- WUCF Facebook page
- WUCF Internal Announcement(Newsletter)
- WUCF website
- WMFE

Number of candidates interviewed: 27

Recruitment Referral Sources:

Recruitment/Search Firm:1

Indeed**: 8

LinkedIn: 2

UCF Career Website: 13

Employee Referral:1

Other Job Board:2

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

**WUCF did not post to this source, but some candidates indicated in their application that this is how they learned of the posting.

List of Recruitment Sources Used to Fill Each Vacancy

Job title for Vacancy: Manager, Corporate Partnerships

Date Filled: 08/29/2022

Posting dates: 04/29/2022 – 05/24/2022

Recruitment Source for Actual Hire: Employee Referral

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Recruitment Sources Utilized for Vacancies:

Corporation for Public Broadcasting -CPB.org

Current for People in Public Media

Greater Public

University of Central Florida Human Resources Employment Opportunities Website: www.jobswithucf.com

WUCF Facebook page

WUCF Internal Announcement (Newsletter)

WUCF website

Number of candidates interviewed: 5

Recruitment Referral Sources:

Indeed**: 2

LinkedIn**: 1

Employee Referral: 2

*A complete listing of all recruitment sources with specific contact information is compiled in the section, Recruitment Sources Contact Information.

**WUCF did not post to this source, but some candidates indicated in their application that this is how they learned of the posting.

Contact Information for Recruitment Sources								
Organization/Department/Project	Contact Name	Email/Website	Website	Address	City / Zip	Phone	Fax	Entitled to Notification?
African American Chamber of Commerce	Xavia Sullivan	xsullivan@blackcommerce.org or info@blackcommerce.org	http://blackcommerce.org	3201 E. Colonial Drive, Suite A-20	Orlando, FL 32803	407-420-4870	407-420-4849	N
Asian American Chamber of Commerce	Vi Ma	viastota@gmail.com or info@asianamericanchambercfl.org	http://asianamericanchambercfl.org	237 Isle of Sky Circle	Orlando, FL 32828	407-496-8321	N/A	N
Association of Fundraising Professionals Central Florida Chapter	None, self posted	http://afpcentraflorida.org/						
Career Source	UCF HR		http://www.careersourcecentralflorida.com	4360 E. Colonial Drive	Orlando, FL 32803	407-531-1227 x4400	N/A	N
CareerBuilder	UCF HR		http://www.careerbuilder.com					N
Corporation for Public Broadcasting	None, self posted	http://cpb.org/jobline	http://cpb.org	401 Ninth Street, NW	Washington, DC 20004	202-879-9600	N/A	N
Current for People in Public Media	None, self posted- for a f	publicmediajobs.org	publicmediajobs.org					N
Diversity Jobs	UCF HR	Automatically gets picked up with Higherec	https://www.diversityjobs.com					N
Florida Public Relations Association	Julie Hall	flraprlando@gmail.com	http://www.flrapr.org	12461 Research Parkway, Suite 550	Orlando, FL 32826	407-823-2947	407-823-5066	N
Greater Public	None, self posted-free	https://www.greaterpublic.org/submit-job/	https://www.greaterpublic.org/submit-job/					N
Hero2Hired Program (Florida Employer Support of the Guard and Reserve)	Vickie Starling	vstarling@interactivegov.com	https://www.hireherogovusa.org https://www.hireheredjobs.com	82 Marine St.	St. Augustine, FL 32084	904-823-0158	N/A	N
Higher Ed Jobs	UCF HR		https://www.higheredjobs.com					N
Hispanic Chamber of Commerce	Daniela Lopez	info@hispanicchamber.net or DLopez@hispanicchamber.net	http://www.hccmo.org	3201 East Colonial Drive, Suite A-20	Orlando, FL 32803	407-428-5870	407-428-5871	N
Indeed	UCF HR	Automatically gets picked up with Higherec						
Journalism Jobs	None, self posted-free	https://www.journalismjobs.com/	https://www.journalismjobs.com/					N
MyPBS	None, self posted	http://connect.pbs.org	http://www.pbs.org	2100 Crystal Drive	Arlington, VA 22202	703-739-5000	N/A	N
Media Job Board	None, self posted	https://jobs.mediajobboard.com/	https://jobs.mediajobboard.com/					N
Media Bistro	None, self posted	https://www.mediabistro.com/jobs	https://www.mediabistro.com/jobs					N
NETA Production Council List	Maryanne Schuessler	maryanne@netaonline.org	http://www.netaonline.org	939 S. Stadium Road	Columbia, SC 292201	803-978-1579	803-771-4831	N
NETAOnline.org	Maryanne Schuessler	maryanne@netaonline.org	http://www.netaonline.org	939 S. Stadium Road	Columbia, SC 292201	803-978-1579	803-771-4831	N
Orlando Women in Film Facebook page	Jen Cook	Jennifer.Cook@wucf.org	https://www.facebook.com/womeninfilmf	12461 Research Parkway, Suite 550	Orlando, FL 32826	407-823-2947		N
Public Media Business Association	None, self posted-free	info@pmbaonline.org	https://www.pmbaonline.org/industry-jobs					
The Broadcasting Education Association	Traci Bailey	Traci@BEAweb.org	http://www.beaweb.org/we	1771 N Street, NW	Washington, DC 20036	202-602-0587	202-609-9940	N
UCF Veterans Resource Center	Joshua Johnson	joshua.johnson@ucf.edu	http://vavrc.sdes.ucf.edu	12781 East Plaza Drive	Orlando, FL 32816	407-823-5877	407-823-5879	N
University of Central Florida Jobsite	UCF HR	Workday	https://www.jobswithucf.com	12443 Research Parkway, Suite 301	Orlando, FL 32826	407-823-1718	407-823-2567	N
Women in Film	FB Page	Jennifer.Cook@wucf.org						N
WUCF Facebook page	Jen or Sydney		https://www.facebook.com/WUCFTV	12461 Research Parkway, Suite 550	Orlando, FL 32826	407-823-2947	407-823-5066	N
WUCF Internal Announcement (newsletter)	Jen or Sydney		Internal Email	12461 Research Parkway, Suite 550	Orlando, FL 32826	407-823-2947	407-823-5066	N
WUCF LinkedIn Post	Jen or Sydney	Submit as post on WUCF LinkedIn Page						
WUCF website	Jen or Sydney		http://www.wucf.org	12461 Research Parkway, Suite 550	Orlando, FL 32826	407-823-2947	407-823-5066	N
WMFE		HR@wmfe.org	https://www.wmfe.org/about/employment-internships	11510 E. Colonial Drive	Orlando, FL 32817			N
Facebook Pages	Contact Name							
https://www.facebook.com/PubMediaWil	Jen Cook	Public Media Women in Leadership						
https://www.facebook.com/NAHICentraFL	Jen Cook	National Association of Hispanic Journalists						
https://www.facebook.com/CFABJOrlando	Jen Cook	Central Florida Association of Black Journalists						
https://www.facebook.com/PRSAOrlando	Jen Cook	The Public Relations Society of America/Orlando Chapter						
https://www.facebook.com/flpraorlando	Jen Cook	FL PR Association						

Prong 3 Longer-Term Recruitment Initiatives

October 1, 2020– September 30, 2022

Implemented During Previous Year

No.	Category	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1	College Internship Program	Oct 2021 to Present	College Intern Program	Intern opportunities to expose students to careers in broadcasting, radio, IT, and production, to give them real-world experience in the field, and help build their portfolio of work.	Students work with staff on station projects, giving them experience in the broadcasting industry. All students receive direct supervision and training from experienced professionals.	Megan Matier, Production Assistant Janice Sante, Education & Community Engagement Coordinator Kayonne Riley, Director of Radio

2	Listing of each upper-level category opening in a job bank of trade group whose membership includes substantial participation of women and minorities	Oct 2021 to Present	Job Bank	Posting of each opening in a job bank whose membership includes substantial participation of women and minorities	WUCF posts job announcements on the Orlando Women in Film & Television, African American, Asian and Hispanic Chambers of Commerce	Barbara De Nobrega Soto, H.R. Assistant
3	Events with educational institutions related to broadcasting career opportunities	Fall 2021 to Present	NSC Clubs and Organizations Fair	Interact with students regarding majors and careers in radio/TV.	Inform and educate students about the wide variety of UCF's Nicholson School of Communication majors.	Kayonne, Director of Radio
4	Events with educational institutions related to broadcasting career opportunities	Fall 2021 to Present	Practicum Class	Class requires students to have observations with professionals in editing, studio, field production, education outreach, promotions, and pledge.	Teach students about public media and television operations during the class.	Duilio Mariola, Director of Production Jennifer Cook, Interim Assistant VP Bill Dotson, Director of Operations & Engineering Kayonne Riley, Director of Radio Megan Miller, Director Development Rita Echeverria, Director of Finance & Accounting

5	Online CPB Harassment Prevention Training Program for interns and staff	May 2022 to Present	Inclusive Communication	To train personnel to recognize, avoid and report workplace discrimination including harassment.	All WUCF staff and interns were required to participate in the training.	All WUCF staff and interns.
6	Events with educational institutions related to broadcasting career opportunities	Oct 2021 to Present	Instructor	Instruct students on skills necessary in broadcasting careers.	Professor of RTV 4561, Radio Programming and Production	Kayonne Riley, Director of Radio