

**Annual EEO Public File Report
 October 1, 2021 to September 30, 2022
 WSRE (TV), Pensacola, FL
 Pensacola State College**

SECTION 1: VACANCY LIST-FULL-TIME-JOBS FILLED

	Job Title	Date Position Opened	Date Position Filled	Numbered Interviewed	Recruitment Source for Final Hire
1	JR1256 - Manager, Digital Marketing and Content (Ryan O’Keeley)	07/09/2021	10/18/2021	2	Other Source
2	JR1254 - WSRE Support Specialist (Tanesha McCreary)	07/02/2021	06/20/2022	5	Internal Employee – PSC Website
3	Manager, Corporate and Grant Support WSRE (Paul Cope)	07/12/2021	11/01/2021	3	Other Source/Networking
4	JR1782-Director of Education and Outreach (Jeri Shaffer)	07/26/2022	09/06/2022	4	College Website – PSC Website
5	JR1618 – Multi Media Production Manager, WSRE (Quinton Williams)	05/02/2022	06/27/2022	1	Other Source/Networking
6	JR1217 Accounting Specialist, WSRE – Not Filled				
7	JR645 – Director, Development and Community Engagement, WSRE – Not Filled				
8	JR1784 -Database Coordinator, WSRE – Not Filled				
9	JR1785 – Development Coordinator, WSRE – Not Filled				

SECTION 2: RECRUITMENT SOURCES

Recruitment Source	Positions Listed with Source	Interviewees from Source	Hired
PSC Website - https://pensacolastate.wd5.myworkdayjobs.com/PSC_Employment_Opportunities Contact Mel Miner 850-484 -1726 HR Website	9 - Manager, Digital Marketing and Content; WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Multi Media Production, Manager; Accounting Specialist; Director, Development and Community Engagement; Database Coordinator, WSRE;	1-- Manager, Corporate and Grant Support WSRE-TV 2 – WSRE Support Specialist 2 - Director Development and Community Engagement; WSRE Support Specialist	2 - Director Development and Community Engagement; WSRE Support Specialist

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	Development Coordinator, WSRE		
<p>WSRE TV 1000 College Blvd, Pensacola, FL 32504 http://www.wsre.org/about/jobs-internships/ facebook.com/wsre-tv @wsretv Contact Laura Shaud 850-484-1231</p>	<p>9 - Manager, Digital Marketing and Content; WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Multi Media Production, Manager; Accounting Specialist; Director, Development and Community Engagement; Database Coordinator, WSRE; Development Coordinator, WSRE</p>		
<p>Linkedin - https://www.linkedin.com **</p>	<p>9 - Manager, Digital Marketing and Content; WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Multi Media Production, Manager; Accounting Specialist; Director, Development and Community Engagement; Database Coordinator, WSRE; Development Coordinator, WSRE</p>	<p>1 – Manager, Digital Marketing and Content</p>	
<p>Chronicle of Higher Ed - https://www.chronicle.com **</p>	<p>9 - Manager, Digital Marketing and Content; WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Multi Media Production, Manager; Accounting</p>		

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	Specialist; Director, Development and Community Engagement; Database Coordinator, WSRE; Development Coordinator, WSRE		
Academic Careers - https://academiccareers.com **	9 - Manager, Digital Marketing and Content; WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Multi Media Production, Manager; Accounting Specialist; Director, Development and Community Engagement; Database Coordinator, WSRE; Development Coordinator, WSRE	1- Manager, Corporate and Grant Support WSRE-TV 1 – Director of Education and Outreach	
Indeed.com - https://www.indeed.com **	9 - Manager, Digital Marketing and Content; WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Multi Media Production, Manager; Accounting Specialist; Director, Development and Community Engagement; Database Coordinator, WSRE; Development Coordinator, WSRE	1 – Director of Education and Outreach	
Monster.com – https://www.monster.com	2- Manager, Digital Marketing and Content; WSRE Support Specialist		

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Diversityjobs.com – https://diversityjobs.com	1- Manager, Digital Marketing and Content		
Other Source	5- Manager, Digital Marketing and Content; WSRE Support Specialist; Multi Media Production Manager, WSRE; WSRE Support Specialist; Multi Media Production Manager, WSRE	1 - Manager, Digital Marketing and Content	1 - Manager, Digital Marketing and Content
Networking	5– WSRE Support Specialist; Manager, Corporate and Grant Support WSRE-TV; Director of Education and Outreach; Manager, Digital Marketing and Content; Multi Media Production Manager, WSRE	1- WSRE Support Specialist 1- Manager, Corporate and Grant Support WSRE 1 – Multi Media Production Manager WSRE	1- Manager, Corporate and Grant Support WSRE; Multi Media Production Manager, WSRE
Total	9	15	5

**** Note: Employee management system submits all advertised positions to these job advertising sources via automated processes.**

SECTION 3: Supplemental (Non-Vacancy Specific) Recruitment Activities

- Activity: Co-sponsoring at least one job fair with organizations in the business and professional community whose membership includes substantial participation of women and minorities**

Date: February 5, 2022

Description: Multi-Cultural Job Fair held on Pensacola State College (licensee) campus by PSC Alumni Association where the membership includes a diverse representation of the community. WSRE-TV aired 75 spots notifying viewers of the date, time and location of the job fair. The WSRE-TV General Manager represented the station at the job fair, distributing information about open positions at the station and answering questions related to the positions and the process for applying.

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2. **Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions**

Date: Ongoing

Description: Pensacola State College (licensee) holds an annual Professional Development Day (2/25/22) where all PSC employees are required to attend a variety of training sessions covering technical topics and human resource topics, including diversity, inclusivity, and the prevention, response to and reporting of harassment and discrimination.

In addition, the station arranges for participation in training and development courses offered by professional organizations related to the operations of the station in various areas. During the period of this report station personnel participated in the following training sessions:

PBS Annual Conference May, 2022 - all station personnel attended the general sessions virtually and various managers attended sessions related to their specific areas virtually.

PBS General Managers meeting – May, 2022 – WSRE-TV's General Manager attended sessions at this annual meeting.

WSRE-TV's Director of Business and Administration attended virtual sessions on June 1st and 2nd at the Public Media Business Association's Annual Conference. These sessions related to accounting and auditing for PBS stations and CPB grants/reporting. The Director also attended virtual seminars from various professional organizations related to accounting and auditing for non-profits, Best Practices for IT security and Ethics for CPAs, and CPB grant reporting.

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

Date: Ongoing

Description: All station staff attended a workshop in May, 2022 presented by Dr. LuSharon Wiley, Vice President of Corporate Culture at Innisfree Hotels, focused on team building, communication and diversity.

All station staff completed online training provided by the Corporation for Public Broadcasting on Prevention of Harassment by September 30, 2022.

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4. Participation in other activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates

Date: May and August, 2022

Description: On August 4, 2022, WSRE-TV staff provided a tour of the station and studios to a group of international work and travel students from the Career Development Program at Brett/Robinson Vacations. The students are majoring in visual arts, journalism, media and television production. The Production crew at WSRE-TV demonstrated the studio cameras and technical equipment to the students and discussed WSRE-TV productions and the various positions required to produce local shows and documentaries.

In May, 2022, a station tour was provided to a production crew from Southern Mississippi University demonstrating how the studios and equipment are used to produce documentaries and the various positions at the station involved in the production of documentaries.