



Annual FCC – EEO Public File Report  
May 21, 2023 through May 20, 2024  
Employment Unit consists of WTVS  
And 90.9 WRCJ-FM (Operated Under Management Agreement)

I. Recruitment for All Full-time Vacancies

Detroit PBS (DPBS) shares each full-time vacancy within the station via email and during weekly staff meetings. Vacancy information is also widely disseminated (as noted in II below) and all position vacancies are posted to the Detroit PBS Website [www.detroitpbs.org/](http://www.detroitpbs.org/).

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 Detroit PBS’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 PBS did not participate in any career fairs.

B. Internship Program

The Detroit Public Media (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, based on department capacity. 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<br>(based on internship start date)  |
|--|--|
| Fiscal Year 2023 – 4 <sup>th</sup> Quarter<br>(April 2023 – June 2023)                   | <p style="text-align: center;">5</p> <p style="text-align: center;">JV 5/15/23-8/11/23<br/>MM 5/22/2023-9/12/23<br/>ZM 5/23/23-8/31/23<br/>ES 5/23/23-8/29/23<br/>SS 5/20/23-8/15/23</p> |
| Fiscal Year 2024 – 1 <sup>st</sup> and 2 <sup>nd</sup> Quarter<br>(July 2023 – Dec 2023) | <p style="text-align: center;">N/A</p> <p style="text-align: center;">We did not have the capacity to hire interns, as we were in the midst of moving to a new office site.</p>          |
| Fiscal Year 2024 – 3 <sup>rd</sup> Quarter<br>(Jan 2024 – March 2024)                    | <p style="text-align: center;">1</p> <p style="text-align: center;">LC 1/16/24-4/23/24</p>   |

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

During the reporting period, a total of 1 student interned in the Production Department, 1 student in the Great Lakes Now Department, 1 student interned in the Michigan Learning Channel Department, 1 student interned in the PBS Books Department, and 2 students interned in the Marketing & Digital Department. All the students who interned came from a variety of local and national universities and colleges, such as, Loyola University Chicago, University of Michigan - Ann Arbor, San Jose State University, at Saginaw Valley State University, Michigan State University and Knight Center for Environmental Journalism, Michigan State University.

**C. Employee Training Programs**

- Detroit PBS offers several benefits that encourage employees to advance their education and careers, including training that may qualify employees for promotion and tuition reimbursement.
- Employees reported the following training:

| <b>Class</b>  | <b>Date</b>           | <b>Number of Employees</b> |
|---|-----------------------|----------------------------|
| PMBA Conference   | 5/30/2023-6/2/2023    | 3                          |
| Leadership Detroit Program  | 06/1/2023             | 1                          |
| DonorSearch   | 6/1/2023              | 1                          |
| Leveraging Natl. Estate Planning Awareness Wk   | 6/13/2023             | 1                          |
| Rising Star   | 06/2023-11/2023       | 14                         |
| Password Awareness Training   | 7/2023                | All staff                  |
| PMDMC   | 7/11/2023-7/13/2023   | 4                          |
| Assoc for Fundraising Prof - PD Webinar   | 8/10/2023             | 1                          |
| Trip to The Arab American National Museum   | 8/24/2023             | 24                         |
| Phishing Awareness Training   | 9/2023                | All staff                  |
| NETA Conference   | 9/9/2023-9/14/2023    | 11                         |
| Major Gifts Fellowship  | 9/19/2023-9/21/2023   | 1                          |
| Great Lakes Conference  | 10/12/2023-10/13/2023 | 1                          |
| Fresh Coast Film Festival   | 10/19/2023-10/22/2023 | 2                          |
| Cybersecurity Simplified Training   | 11/2023               | All staff                  |
| Planned Giving  | 11/7/2023             | 1                          |
| AASA Conference   | 11/7/2023-11/10/2023  | 1                          |
| Webinar Registration - Learn How to Create Successful, Topical Journalism Collaborations" | 11/8/2023             | 1                          |

|  |                       |           |
|--|-----------------------|-----------|
| NAEYC Conference   | 11/14/2023-11/17/2023 | 1         |
| MEMSPA   | 12/6/2023-12/8/2023   | 1         |
| Fundraising  | 12/14/2023            | 1         |
| NETA "Engaging Youth Through Social Media  | 12/2023               | 1         |
| LinkedIn Learning "Your First 90 days as a manager"  | 12/2023-Ongoing       | 1         |
| The Poynter Institute  | 1/5/2024              | 1         |
| Edit Training  | 1/17/2024             | 15        |
| TRAC Media Conference  | 1/17/2024-1/19/2024   | 2         |
| Business Email Compromise Training   | 2/2024                | All staff |
| PBS Accelerate Program   | 2/13/2024-2/16/2024   | 1         |
| Digital Detroit onsite training: <ul style="list-style-type: none"> <li>• email marketing best practices,</li> <li>• online video content and editing</li> </ul> | 3/5/2024-3/6/2024     | 8         |
| IJNR Great Lakes Energy Future Conference  | 3/19/2024-3/21/2024   | 1         |
| PBS Marketing Advisory Council   | 3/19/2024-3/21/2024   | 1         |
| 2024 Michigan Women in Leadership Symposium  | 3/19/2024             | 8         |
| Cybersecurity Simplified Training  | 4/2024                | All staff |
| MSB Co-op Summit   | 4/2/2024-4/5/2024     | 1         |
| Society of Environmental Journalists Conference  | 4/3/2024-4/5/-2024    | 1         |
| PMVG Public Media Tech Summit  | 4/11/2024-4/13/2024   | 1         |

|   |                     |    |
|---|---------------------|----|
| NAB   | 4/13/2024-4/17/2024 | 2  |
| MIDC Mitigating Burnout: Maintaining DEI Sustainability | 4/10/2024           | 6  |
| CPR Training  | 4/17/2024           | 12 |
| Collaborative Journalism Summit                         | 5/9/2024-5/10/2024  | 1  |
| PBS Annual Meeting                                      | 5/13/2024-5/16/2024 | 5  |

D. 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, 2023. 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, 2023 to May 20, 2024

| Full Time Position Filled By<br>Job Title and Date Filled  | Recruitment Source that<br>Referred the Person Hired | Number of<br>Persons<br>Interviewed |
|--|--|-------------------------------------|
| Executive Director, Education<br>Hired: 6/20/2023<br>Recruitment Sources: 1, 4, 6-10, 12-13, 15-18, 20-27, 29-31, 42-43, 45-48, 51 | Social Media (LinkedIn)                              | 16                                  |
| Producer, PBS Books<br>Hired: 7/17/2023<br>Recruitment Sources: 1-3, 4, 6-10, 12-13, 15-18, 20-27, 29-31, 42-48, 51                | Internal   | 7                                   |
| Major Gifts Officer<br>Hired: 7/25/2023<br>Recruitment Sources: 1-3, 4, 6-10, 12-13, 15-27, 29-31, 42-48, 50-51, 56-57, 77, 80     | Indeed   | 16                                  |

|  |                        |    |
|--|------------------------|----|
| <p>Technician, Maintenance revised as Maintenance Engineer<br/> Hired: 7/31/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-13, 15-18, 20-27, 29-31, 42, 44-48, 51, 57</p> | Internal               | 4  |
| <p>Generalist, Digital Platforms<br/> Hired: 7/31/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-13, 15-18, 20-27, 29-31, 42-43, 45-48, 51, 57</p>                        | Website                | 9  |
| <p>Digital Audience Coordinator<br/> Hired: 9/11/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-13, 15-18, 20-27, 29-31, 42-43, 45-48, 51, 57</p>                         | Referral/Word of Mouth | 10 |
| <p>Managing Editor, Journalism<br/> Hired: 11/6/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-13, 15-18, 20-27, 29-31, 42-48, 51, 57</p>                                 | Indeed                 | 13 |
| <p>Strategic Business Planning Analyst<br/> Hired: 11/13/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 42-43, 45-48, 51, 80</p>                        | Website                | 6  |
| <p>Marketing Generalist<br/> Hired: 12/4/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 42-43, 45-48, 51</p>  | Referral/Word of Mouth | 9  |
| <p>Data Analyst<br/> Hired: 12/4/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 42-43, 45-48, 51</p>  | Referral/Word of Mouth | 6  |
| <p>Coordinating Producer, GLN<br/> Hired: 12/4/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 42-48, 51</p>   | Internal               | 5  |
| <p>News Editor, GLN<br/> Hired: 12/11/2023<br/> Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 42-48, 51</p>  | Referral/Word of Mouth | 4  |

|   |                        |    |
|---|------------------------|----|
| Station Relations Coordinator<br>Hired: 1/14/2024<br>Recruitment Sources: 1, 4, 6-10, 12-18, 20-27, 29-31, 42-48, 50-51 | Internal               | 4  |
| Production Coordinator<br>Hired: 2/12/2024<br>Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 42-48, 50-51      | Internal               | 15 |
| Promotions Producer<br>Hired: 2/26/2024<br>Recruitment Sources: 1-3, 4, 6-10, 12-18, 20-27, 29-31, 43-48, 51            | Referral/Word of Mouth | 4  |

Time Period covered: May 21, 2022 to May 20, 2023  
Stations in Employment Unit: WTVS/WRCJ

| Recruitment Source<br>(Name, Address, Telephone Number, Contact Name, Web/E-mail address) | Total Number of Interviewees<br>This source has provided during this period |
|---|---|
|---|---|

|    |  |              |
|----|--|--------------|
| 1. | Station Website Postings<br>Detroit PBS<br><a href="http://www.detroitpbs.org">www.detroitpbs.org</a>  | 21           |
| 2. | Internal Station Postings/Emails<br>Detroit PBS<br><a href="mailto:atattan@dptv.org">atattan@dptv.org</a>  | 14           |
| 3. | Detroit PBS Social Media (LinkedIn, Facebook, Twitter)<br>Detroit PBS<br><br>Facebook: <a href="https://www.facebook.com/detroitpbs/">https://www.facebook.com/detroitpbs/</a><br>Twitter: <a href="https://twitter.com/Detroit_PBS">https://twitter.com/Detroit_PBS</a><br>LinkedIn:<br><a href="https://www.linkedin.com/company/detroitpbs/">https://www.linkedin.com/company/detroitpbs/</a> | LinkedIn: 34 |
| 4. | Aquinas College<br><a href="mailto:saintsforhire@aquinas.edu">saintsforhire@aquinas.edu</a>  |              |
| 5. | Central Michigan University<br><a href="mailto:careers@cmich.edu">careers@cmich.edu</a> ; <a href="mailto:jimwoj@gmail.com">jimwoj@gmail.com</a>   |              |

|     |  |   |
|-----|--|---|
| 6.  | Davenport University<br><a href="mailto:livonia.cs@davenport.edu">livonia.cs@davenport.edu</a>   |   |
| 7.  | Detroit Hispanic Development<br><a href="mailto:info@dhdcl.org">info@dhdcl.org</a>   |   |
| 8.  | Detroit Urban League<br><a href="mailto:shelita.richmond@deturbanleague.org">shelita.richmond@deturbanleague.org</a>                                 |   |
| 9.  | Eastern Michigan University<br><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<br>careers@hfcc.edu   |   |
| 11. | Hillsdale College<br><a href="mailto:careerservices@hillsdale.edu">careerservices@hillsdale.edu</a>  |   |
| 12. | JVS Employment<br>Angela Bevak < <a href="mailto:abevak@jvsdet.org">abevak@jvsdet.org</a> >  |   |
| 13. | Lawrence Tech<br><a href="mailto:jgaber@ltu.edu">jgaber@ltu.edu</a>  |   |
| 14. | Oakland University<br><a href="mailto:careers@oakland.edu">careers@oakland.edu</a> ; <a href="mailto:sideling@oakland.edu">sideling@oakland.edu</a>  |   |
| 15. | Marygrove College<br><a href="mailto:careerservices@marygrove.edu">careerservices@marygrove.edu</a>  |   |
| 16. | MSU<br><a href="mailto:morrisvi@vps.msu.edu">morrisvi@vps.msu.edu</a><br><a href="mailto:hanson39@msu.edu">hanson39@msu.edu</a>                      |   |
| 17. | Public Media Business Association<br><a href="mailto:info@pmbaonline.org">info@pmbaonline.org</a>  | 1 |
| 18. | Schoolcraft College<br><a href="mailto:jstadnic@schoolcraft.edu">jstadnic@schoolcraft.edu</a>  |   |
| 19. | PRNDI<br>Chris Diers < <a href="mailto:cpaigediers@gmail.com">cpaigediers@gmail.com</a> >  |   |
| 20. | Southeastern Michigan Indians Inc.<br><a href="mailto:semii1975@yahoo.com">semii1975@yahoo.com</a>   |   |
| 21. | The Fitness Fellowship International<br><a href="mailto:emufitnessfellowship@gmail.com">emufitnessfellowship@gmail.com</a>                           |   |
| 22. | Young Nonprofit Professionals Network<br><a href="mailto:ynpndetroit@gmail.com">ynpndetroit@gmail.com</a>  |   |



|     |   |   |
|-----|---|---|
| 23. | Michigan Rehabilitation Services<br>Hargrave, Terry (DHS) <hargravet1@michigan.gov>                                 |   |
| 24. | American Indian Services Inc<br><a href="mailto:amerinserv@ameritech.net">amerinserv@ameritech.net</a>              |   |
| 25. | The Association of LGBTQ Journalists<br><a href="mailto:info@nlgja.org">info@nlgja.org</a>                          |   |
| 26. | Specs Howard<br><a href="mailto:nshiner@specshoward.edu">nshiner@specshoward.edu</a>                                |   |
| 27. | Wayne State<br><a href="mailto:perry.farrell@wayne.edu">perry.farrell@wayne.edu</a>                                 |   |
| 28. | <b>Ideastream/WNED:</b>   |   |
| 29. | Ideastream<br>Amira Nasrallah<br><a href="mailto:Amira.Nasrallah@ideastream.org">Amira.Nasrallah@ideastream.org</a> |   |
| 30. | WQED<br>Jason Argenas<br><a href="mailto:jargenas@wqed.org">jargenas@wqed.org</a>                                   |   |
| 31. | WNED<br>Jenna Williams<br><a href="mailto:jwilliams@wned.org">jwilliams@wned.org</a>                                |   |
| 32. | WNED<br>Lisa Welling<br><a href="mailto:lwelling@wned.org">lwelling@wned.org</a>                                    |   |
| 33. | Adrian College  |   |
| 34. | Delta College   |   |
| 35. | International academy of Design Technology  |   |
| 36. | U of M  | 1 |
| 37. | Madonna University  |   |
| 38. | Wayne County Community College  |   |

|     |  |    |
|-----|--|----|
| 39. | Minority Supplier - Diane Lee  |    |
| 40. | Art Institute of Michigan  |    |
| 41. | <b>Free Online Sources:</b>  |    |
| 42. | Michigan Talent Bank<br><a href="https://jobs.mitalent.org/signin/">https://jobs.mitalent.org/signin/</a>  |    |
| 43. | Culture Source<br><a href="https://culturesource.org/post-job-members/">https://culturesource.org/post-job-members/</a>  | 2  |
| 44. | Michigan Assc. Broadcasters<br><a href="http://www.Michmab.com">www.Michmab.com</a>  |    |
| 45. | TV Jobs<br><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<br><a href="http://cpb.org/jobline/submit.php">http://cpb.org/jobline/submit.php</a>  | 1  |
| 47. | Greater Public Jobline<br><a href="http://greaterpublic.org/job-line">http://greaterpublic.org/job-line</a>  |    |
| 48. | Michigan Diversity Council<br><a href="http://www.diversityfirstjobs.com">http://www.diversityfirstjobs.com</a>  |    |
| 49. | Internships.com<br><a href="http://www.internships.com/employer">http://www.internships.com/employer</a>   |    |
| 50. | Society Broadcast Engineers<br><a href="http://www.sbe.org/sections/jl_submit.php">http://www.sbe.org/sections/jl_submit.php</a>   |    |
| 51. | INDEED<br><a href="https://employers.indeed.com/m#post-job">https://employers.indeed.com/m#post-job</a>  | 32 |
| 52. | Handshake (internships)<br><a href="https://app.joinhandshake.com/">https://app.joinhandshake.com/</a>   |    |
| 53. | Specs Howard Internships only  |    |
| 54. | Washtenaw Community College (Internships)<br><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> |    |

|     |   |   |
|-----|---|---|
| 55. | <b>Fee Based Sources:</b>   |   |
| 56. | Michigan Nonprofit Association<br><a href="https://www.mnaonline.org/jobcenterform.aspx">https://www.mnaonline.org/jobcenterform.aspx</a>   | 3 |
| 57. | LinkedIn  |   |
| 58. | Public Relations Society of America<br><a href="http://www.prsadetroit.org/job-opportunities-2/">http://www.prsadetroit.org/job-opportunities-2/</a>  |   |
| 59. | Women in Communication<br><a href="http://jobtarget.womcom.org/employer/pricing/">http://jobtarget.womcom.org/employer/pricing/</a>   |   |
| 60. | Journalism Jobs<br><a href="http://journalismjobs.com/post_job_new.cfm">http://journalismjobs.com/post_job_new.cfm</a>  |   |
| 61. | Simplyhired<br>simplyhired.com  |   |
| 62. | Inforum Center for Leadership Development<br><a href="https://www.inforummichigan.org/job-postings">https://www.inforummichigan.org/job-postings</a>  |   |
| 63. | current magazine<br>jobs.current.org  |   |
| 64. | Michigan Graphic Design Association<br><a href="http://detroit.aiga.org/">http://detroit.aiga.org/</a>  |   |
| 65. | Associate of Fundraising Professionals<br><a href="https://community.afpnet.org/afpmigreaterdetroitchapter/career/new-item">https://community.afpnet.org/afpmigreaterdetroitchapter/career/new-item</a>   |   |
| 66. | National Association of African Americans in Human Resources<br><a href="http://naaahrcareerconnections.org/recruiters">http://naaahrcareerconnections.org/recruiters</a>   |   |
| 67. | National Black MBA Association<br><a href="http://my.nbmbaa.org/recruiters">http://my.nbmbaa.org/recruiters</a>   |   |
| 68. | National Association of Black Journalists   |   |
| 69. | media Jobs Connection<br><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><br><a href="http://michigan.jobing.com/recruiting">http://michigan.jobing.com/recruiting</a> |   |

|     |   |                |
|-----|---|----------------|
| 71. | Public Media Jobs<br><a href="http://jobs.current.org/home/index.cfm?site_id=14538">http://jobs.current.org/home/index.cfm?site_id=14538</a>                      |                |
| 73. | Tech jobs<br><a href="http://www.dice.com/common/content/postJobs/index2.jsp">http://www.dice.com/common/content/postJobs/index2.jsp</a>                          |                |
| 74. | Upwork for freelancers<br><a href="https://www.upwork.com/">https://www.upwork.com/</a>   |                |
| 75. | Employee Diversity<br><a href="http://www.employdiversity.com/cgi-bin/wc.dll?EEnter~?PostJobs">http://www.employdiversity.com/cgi-bin/wc.dll?EEnter~?PostJobs</a> |                |
| 76. | The Society of Environmental Journalists  |                |
| 77. | Planned Giving Roundtable of Southeast Michigan   | 1              |
| 78. | Public Media Journalists Association  |                |
| 79. | NETA  |                |
| 80. | Idealist  | 1 <sup>1</sup> |
| 81. | Referrals/Word of Mouth   | 17             |

---

<sup>1</sup> Interviewee listed Idealist as recruitment source even though DPBS had not used that particular recruitment source.