

EEO PUBLIC FILE REPORT

FOR

WQCW TV  
Portsmouth, OH

This EEO Public File Report  
Covers the One-Year Period  
Ending on May 31, 2013

## EEO PUBLIC FILE REPORT

This EEO Public File Report is filed in Station WQCW TV's public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules.

During the one-year period ending on May 31, 2013, the station filled the following full-time vacancies:

Account Executive  
Account Executive

The station interviewed a total of 5 people for all full-time vacancies during the period covered in this report.

The following are the recruitment sources used during the period covered in this report and the cumulative number of interviewees referred by each:

<u>Recruitment Source</u>	<u>Total Number of Interviewees Referred</u>
South Eastern Business College	0
Shawnee State Univ.	0
University of Charleston	0
Huntington Jr. College	0
WVA Wesleyan College	0
NAACP	0
Scioto County Job & Family Services	0
Internal Referral	5
Station Webpage	0
Ohio Assoc of Broadcasters	0

Attachment A contains the following information for each full-time vacancy:

The recruitment source(s) used to fill each vacancy, identified by name, address, contact person and telephone number;

The recruitment source that referred the hiree for each full-time vacancy;

The total number of persons interviewed for each full-time vacancy; and

The total number of interviewees referred by each recruitment source used in connection with each vacancy.

Attachment B contains a list and brief description of menu option activities undertaken pursuant to the FCC's EEO rules during the time period covered by this report.

\* \* \* \* \*

**ATTACHMENT A**

**EEO INFORMATION FOR FULL-TIME VACANCIES**

**FULL-TIME VACANCY EEO INFORMATION**

[Fill out for each full-time vacancy]

**Job Title of Vacancy:** Account Executive

**Recruitment Source That Referred the Hire:** Internal Referral

**Date Vacancy Opened:** March 7, 2012

**Total Number of Persons Interviewed for the Vacancy:** 2

**Date Vacancy Filled:** July 16, 2012

**Recruitment Sources Used to Fill the Vacancy**

Name of Recruitment Source	Address	Contact Person	Telephone Number	Total Number of Interviewees Referred by the Source for the Vacancy	Did the Source Request Notification?
South Eastern Business College	3879 Rhodes Ave. New Boston, OH 45662	Connie Pruitt	740-456-4124	0	No
University of Charleston	2300 MacCorkle Ave. Charleston, WV 25304	Career Development Angela Hall	304-357-4777	0	No
WVA Wesleyan College	College Ave. Buckhannon, WV 26201	Academic & Career Center	304473-8440	0	No
NAACP Jobs Program	PO Box 2105 Huntington, WV 25701	Carol Brown	304-522-3702	0	No
Huntington JR College	900 5 <sup>th</sup> Ave Huntington, WV 25701	Jim Garrett		0	No
Shawnee State University	940 Second Street Portsmouth, OH 45662	Stephen Gregory		0	No



**FULL-TIME VACANCY EEO INFORMATION**  
**[Fill out for each full-time vacancy]**

**Job Title of Vacancy:** Account Executive

**Recruitment Source That Referred the Hire:** Internal Referral

**Date Vacancy Opened:** January 7, 2013

**Total Number of Persons Interviewed for the Vacancy:** 3

**Date Vacancy Filled:** April 14, 2013

**Recruitment Sources Used to Fill the Vacancy**

<b>Name of Recruitment Source</b>	<b>Address</b>	<b>Contact Person</b>	<b>Telephone Number</b>	<b>Total Number of Interviewees Referred by the Source for the Vacancy</b>	<b>Did the Source Request Notification?</b>
South Eastern Business College	3879 Rhodes Ave. New Boston, OH 45662	Connie Pruitt	740-456-4124	0	No
University of Charleston	2300 MacCorkle Ave. Charleston, WV 25304	Career Development Angela Hall	304-357-4777	0	No
WVA Wesleyan College	College Ave. Buckhannon, WV 26201	Academic & Career Center	304473-8440	0	No
NAACP Jobs Program	PO Box 2105 Huntington, WV 25701	Carol Brown	304-522-3702	0	No
Huntington JR College	900 5 <sup>th</sup> Ave Huntington, WV 25701	Jim Garrett		0	No
Shawnee State University	940 Second Street Portsmouth, OH 45662	Stephen Gregory		0	No

Scioto County Jobs & Family Services	PO Box 1347 Portsmouth, OH 45662	Dianna Brown		0	No
Station Webpage	www.wqcw.com	Danny Woodruff	804-672-6565	0	No
Ohio Association of Broadcasters	Oab.com	NA	NA	0	No
Internal Referral			N/A	3	No
				3	Total References







**ATTACHMENT B**  
**MENU OPTION ACTIVITIES**

## MENU OPTION ACTIVITIES

Station WQCW TV has engaged in the following outreach activities during the year covered by this report:

Activity Classification	Type of Activity	Brief Description
8	Establishment of a training program designed to enable station personnel to acquire skills that could qualify them for higher level positions	In 2Q 2013, the station established a monthly seminar in which all personnel were invited that covered what it is like to be manager, skills on leadership, and steps that one could take to become a leader and manager. Sessions cover what strategies will help prepare the personnel to become leaders and managers within the organization or other organizations as they move through their careers.
14	Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination	In the beginning of 2013, the Business Manager began informational sessions for the managers on EEO training sessions. The Business Manager provides tips, clarification of the rules, compliance suggestions and other facts about EEO in the workplace.
6.	Promotion of broadcast association's websites for viewers interested in pursuing a broadcasting career	<p>WQCW created and aired announcements that encouraged viewers interested in pursuing a radio and/or television career to utilize the websites of the Ohio Association of Broadcasters to learn of employment opportunities at member stations. These announcements run throughout the year on WQCW.</p> <p>WQCW also provided a link from our website (Job Opportunities page) to the Ohio Association's website/job bank.</p> <p>Job Opportunities at WQCW are regularly posted on the Ohio Association job bank.</p>

\* For "Activity Classification" use numbers "1" through "16" in accordance with the following:

1. Participation in at least four job fairs by station personnel who have substantial responsibility in making hiring decisions;

2. Hosting of at least one job fair;
3. Co-sponsoring of at least one job fair with organizations in the business and professional community whose membership includes substantial participation by women and minorities;
4. Participation in at least four events, including conventions, career days, workshops, and similar activities, sponsored by organizations representing groups present in the community interested in broadcast employment issues;
5. Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment;
6. Participation in job banks, Internet programs, and other programs designed to promote outreach generally (i.e., outreach that is not primarily directed to providing notification of specific job vacancies);
7. Participation in scholarship programs designed to assist students interested in pursuing a career in broadcasting;
8. Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions;
9. Establishment of a mentoring program for station personnel;
10. Participation in at least four events or programs sponsored by educational institutions relating to career opportunities in broadcasting;
11. Sponsorship of at least two events in the community designed to inform and educate members of the public about employment opportunities in broadcasting;
12. Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation by women and minorities;
13. Provision of assistance to unaffiliated non-profit entities in the maintenance of web sites that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting.
14. Provision of training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination;
15. Provision of training to personnel of unaffiliated non-profit organizations interested in broadcast employment opportunities that would enable them to better refer job candidates for broadcast positions;
16. Participation in other activities designed by the station reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.