

EEO Public Inspection File Report
March 31, 2025

Period: This report covers the period from April 1, 2024, through March 31, 2025.

Station: The stations included in the Employment Unit covered by this Report are WICU-TV, WICU-FM*, Erie, PA.

Contact Info:

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Vacancy-Specific Recruitment Information:

During the period covered by this report, the Employment Unit filled fourteen vacancies for full-time positions at the station. The following table presents information on those vacancies and the recruitment sources used to fill those vacancies. The alphabetical references in the table regarding recruitment sources refer to the lettered Recruitment Source List attached as Exhibit A to this report.

Job Vacancies and Recruitment Information

<u>Job Title</u>	<u>Recruitment Sources Utilized</u>	<u>Recruitment Sources of Interviewees # of Interviewees</u>	<u>Recruitment Source of Hire</u>
Creative Services	Y, d,n	3Y, 1d	1d
Digital Sales/Account Executive	d,Z,Y,n	2Z	2Z
Marketing Coordinator	E, Y,d,b,Z	1Z,2d,1b	1Z
Master Control Operator	Y,b,Z	5Y	2Y
Meteorologist/Weather Anchor	Y,d	1Y, 1b, 1Z	1Y, 1Z
Multi-Media Journalist	b,d,Y,e,n	3b, 1Z,2i, 1d, 1Y	1Y, 1Z, 2i
News Photojournalist	Y, e, d,b	4d, 1b, 1r, 3Y	1r,1d

The following table summarizes the total number of job interviews during the reporting period and the referral sources for those interviewees.

Interview Source	Number of Interviewees referred
www.Indeed.com	8 d
Career Fair	6 b
Former Employee	2 i
Employee Referrals	5 Z
Former Intern	1 r
WICU website	13 Y
Total Interviews:	35

Employment Unit Outreach Efforts

The Employment Unit completed the following outreach activities during the reporting period covered by this report:

Group tours were also conducted during the reporting period. These groups included students from the following schools and groups:

April 11, 2024	General McLane Autistic Support
June 27, 2024	Waiver Service & Quality Management Summer program for Autism Spectrum High School Students
August 1, 2024	Waiver Service & Quality Management Summer program for Autism Spectrum High School Students
October 29, 2024	Harborcreek High School Gifted Support Group
January 12, 2025	American Heritage Girls Troop
February 6, 2025	Charter School of Excellence
February 17, 2025	Crawford County Independent Living Services
February 27, 2025	Girard High School Media Class

For these group members it is a chance to see a working news operation and learn more about the careers that exist at a television station.

1.Event Sponsored by Educational Institution.

News Reporters spoke to Fairview Middle School Students about careers in Journalism:

May 6, 2024	Adam Snow, Eva Mastromatteo, Brian Schnieders
September 12, 2024	Ariana Moyer
October 23, 2024	Elsbeth Mizner, Brian Schnieders
February 4, 2025	Jamison Hixenbaugh, Christopher Pedersen
March 18, 2025	Ariana Moyer, Ashley Bell

Our Corporate News Director spoke at various schools about the career of journalism:

November 13, 2024	Fairview High School Classes-Scott MacDowell spoke about news sources and fake news.
March 27, 2025	Jamestown Community College Health and Science Journalism Workshop 2025-Scott MacDowell was the keynote speaker.

2. Internship Program.

We had five interns in our News Department. They worked with reporters and photographers learning the daily duties of an MMJ, sports reporter, news production and directing.

We had five students job shadow, one in Sports and four in the News Department.

3. Event Designed to Disseminate Information about Broadcast Careers.

April 13, 2024 Scott MacDowell attended Job Fair at Buffalo Broadcasters Association

September 26, 2024 Scott MacDowell attended the Penn State Behrend Career Fair

February 13, 2025 Juntwillis Sanders and Matt Franos attended the Penn State Job Fair

March 12, 2025 Scott MacDowell attended a Career Fair at Fairview Middle School

March 20, 2025 Scott MacDowell attended the Broadcast Media Fair at Ithaca College

Exhibit A **Employment Unit Recruitment Sources**

- A. Erie Times News, 205 West 12 Street, Erie, PA 16354
- B. Frank Magid Associates, One Research Center, Marion, Iowa 52302
- C. Blaine Butler, butler@emerson.edu – Butler College
- D. Duquesne University – careerservices@duq.edu
- E. Gannon University – cdes@gannon.edu
- F. Grove City College – career@gcc.edu

G. Indiana University of PA (IUP) – career-services@iup.edu
 H. John Carroll University – cmarco@jcu.edu
 I. Juniata College – info@juniata.edu (Handshake)
 J. Slippery Rock University – lisa.theodorson@sru.edu
 K. Mercyhurst College – bsheridan@mercyhurst.edu
 L. Penn State Erie – recruitbehrend@psu.edu
 M. Penn State New Kensington – xjs8@psu.edu
 N. Robert Morris University – broman@rmu.edu
 O. Saint Francis University – atercek@francis.edu
 P. Saint Vincent College – careers@email.stvincent.edu (Handshake)
 Q. St. John Fisher College – mcardin@sjfc.edu
 R. Tri-State Business Institute – tsbiamissions@tsbi.edu
 S. Edinboro University – CareerDevelopment@edinboro.edu (Handshake)
 T. University of Pittsburgh @ Johnstown – jcareers@pitt.edu
 U. Clarion University (Handshake)
 V. Washington & Jefferson College – rcross@washjeff.edu (Handshake)
 W. TVJobs – www.tvjobs.com
 X. Medialine – www.medialine.com
 Y. WICU website – www.erienewsnow.com
 Z. Employee referrals
 a. Walk-in applicants
 b. Career Fair
 c. www.monster.com
 d. www.indeed.com
 e. www.linkedin.com
 f. The Jamestown Post-Journal
 g. The Times Observer
 h. www.facebook.com
 i. Former Employee
 j. Erie Branch NAACP dsmith-frazier@phcse.org
 k. Erie County Technical School eshaffer@ects.org
 l. Volt Staffing mijohnson@volt.com
 m. California University of PA doppelhheuer@calu.edu
 n. Lilly Broadcasting website www.lillybroadcasting.com/career
 o. PAB website gponti@pab.org
 p. RTNDA
 q. Youtube
 r. Former Intern

Note: None of these sources are entitled to vacancy notifications.