

**WJAR-TV**  
**EEO PUBLIC FILE REPORT**  
**December 1, 2017 - November 30, 2018**

**I. VACANCY LIST**

See Section II, the "Master Recruitment Source List" ("MRS�") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
News Photographer	1-3, 6, 8-11, 13, 15-19, 21-25, 27-34, 36	36
Operations Technician	1-2, 6-11, 13, 15-18, 21-27, 29-34	7
Operations Technician	1-2, 6-11, 13, 15-18, 21-27, 29-34	7
News Photographer	1-3, 6-11, 13, 15-19, 21-34, 37	26
News Photographer	1-3, 6-11, 13, 15-19, 21-34, 37	7
Digital Content Editor	1-2, 4, 6, 8-13, 15-18, 21-27, 29-34, 37	4
Marketing Editor / Photographer	1-2, 5-6, 8-13, 15-18, 21-25, 27, 29-35, 37	5
News Assignment Editor	1-3, 6, 8-13, 15-19, 21-35, 37	26
News Assignment/Digital Editor	1-13, 15-19, 21-35, 37	4
News Assignment/Digital Editor	1-13, 15-19, 21-35, 37	5
Multimedia Journalist	1-4, 6, 8-25, 27-34, 37	4

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**II. MASTER RECRUITMENT SOURCE LIST ("MRSL")**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Boston University One Silber Way Boston, Massachusetts 2215 Url : <a href="http://www.bu.edu">http://www.bu.edu</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Career Center	N	0
2	Careerbuilder.com 1101 15th St. NW Washington, District of Columbia 20005 Url : <a href="http://www.careerbuilder.com">http://www.careerbuilder.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Andrew Hamburger	N	0
3	Collective Talent 26150 Herseyvale Franklin, Michigan 48025 Url : <a href="http://www.medialine.com">http://www.medialine.com</a> Email : <a href="mailto:info@michaelsmedia.com">info@michaelsmedia.com</a> Michael Bille	N	0
4	Current Employee - Transfer/Promotion	N	3
5	Current Employee/Internal Promotion	N	2
6	Dorcas International Institute of RI 220 Elmwood Ave Providence, Rhode Island 02907 Phone : 401-784-8600 Url : <a href="http://www.diiri.org">http://www.diiri.org</a> Email : <a href="mailto:MCaridad@diiri.org">MCaridad@diiri.org</a> Mayerlin Caridad	N	0
7	Employee Referral	N	7
8	GlassDoor.com 1 Harbor Drive Suite 300 Sausalito, California 94965 Phone : 415-339-9105 Url : <a href="http://www.glassdoor.com">http://www.glassdoor.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Sinclair SilkRoad Source	N	0

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9	Goodwill Industries of Rhode Island 100 Houghtan St Providence, Rhode Island 2904 Url : <a href="http://www.goodwill.org">http://www.goodwill.org</a> Fax : 1-401-454-0889 Nancy Carrott	N	0
10	Hire a Hero P.O. Box 6808 Morango, California 94705 Phone : 888-501-2278 Url : <a href="http://www.hireahero.org">http://www.hireahero.org</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Broadbean Source Alicia Lawrence	N	0
11	Howard University 5258 Bryant St. NW Washington, District of Columbia 20059 Url : <a href="http://www.howard.edu">http://www.howard.edu</a> Email : <a href="mailto:cdudley@howard.edu">cdudley@howard.edu</a> Carol Dudley	N	0
12	Husson University 1 College Circle New England School of Communication Bangor, Maine 04401 Url : <b>**NEWS ONLY**</b> Email : <a href="mailto:verrillr@husson.edu">verrillr@husson.edu</a> Rodney Verrill	Y	0
13	Indeed.com 7501 N. Capital of Texas Highway Building B Austin, Texas 78737 Phone : 800-462-5842 Url : <a href="http://www.indeed.com">http://www.indeed.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Sinclair SilkRoad Source	N	4
14	Internal Candidate	N	2
15	Ithaca College 335 Park School of Communications 953 Danby Rd Ithaca, New York 14850 Url : <a href="http://www.ithaca.edu">http://www.ithaca.edu</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Sharon Pickeral	Y	0

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16	Journalismjobs.com 72 Plaza Drive 2nd fl Berkeley, California 94706 Url : <a href="http://www.journalismjobs.com">http://www.journalismjobs.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Broadbean Source	N	1
17	Linkedin 2029 Steirlin Ct Mountain View, California 94043 Url : <a href="http://www.linkedin.com">http://www.linkedin.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Todd Soffian	N	0
18	Media Match 8112 1/2 weat 3rd St Los Angeles, California 90048 Url : <a href="http://www.media-match.com">http://www.media-match.com</a> Email : <a href="mailto:info@media-match.com">info@media-match.com</a> Tammy Romaniuk	Y	0
19	Medialine PO Box 51909 Pacific Grove, California 93950 Url : <a href="http://www.medialine.com">http://www.medialine.com</a> Email : <a href="mailto:medialine@medialine.com">medialine@medialine.com</a> Mark Shilstone	N	0
20	NAACP - Providence PO Box 5767 Providence, Rhode Island 02903 Phone : 401-465-9152 Url : <a href="http://www.naacpprov.org">http://www.naacpprov.org</a> Email : <a href="mailto:cpwilson22@verizon.net">cpwilson22@verizon.net</a> Charles Wilson	N	0
21	Recruit.Net 2706, The Centrium 61 Wyndham St Central, Hong Kong Phone : 852 2525 0555 Url : <a href="http://www.recruit.net">http://www.recruit.net</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Sinclair SilkRoad Source	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
22	Rhode Island Indian Council 807 Broad St Providence, Rhode Island 2907 Url : <a href="http://www.riindiancouncil.org/home/">http://www.riindiancouncil.org/home/</a> Email : <a href="mailto:dwaldron@rhodeislandindiancouncil.org">dwaldron@rhodeislandindiancouncil.org</a> Darrell Waldron	N	0
23	RI for Community and Justice 80 Washington St. Ste 436 Providence, Rhode Island 2903 Url : <a href="http://www.ricj.org/">http://www.ricj.org/</a> Email : <a href="mailto:ricj@ricj.org">ricj@ricj.org</a> Toby Ayers	N	0
24	SimplyHired.com 370 San Aleso Avenue Suite 200 Sunnyvale, California 94085 Phone : 650-254-9000 Url : <a href="http://www.simplyhired.com">http://www.simplyhired.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Sinclair SilkRoad Source	N	0
25	Sinclair Broadcast Group 10706 Beaver Dam Rd Hunt Valley, Maryland 21030 Url : <a href="http://www.sbgi.net">http://www.sbgi.net</a> Email : <a href="mailto:employment@sbgstv.com">employment@sbgstv.com</a> Sharon Pickeral	N	1
26	Station Website	N	8
27	Syracuse University 900 S. Crouse St Syracuse, New York 13244 Url : <a href="http://www.syracuse.edu">http://www.syracuse.edu</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Career Center	N	0
28	Talent Dynamics 600 Las Colinas Blvd Ste 100 Irving, Texas 75039 Url : <a href="http://www.talentedynamics.com">http://www.talentedynamics.com</a> Email : <a href="mailto:hedding@talentedynamics.com">hedding@talentedynamics.com</a> Christina Hedding	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
29	The Job Spider 3000 Stanton Circle Carmichael, California 95608 Phone : 916-488-7065 Url : <a href="http://www.thejobspider.com">http://www.thejobspider.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Broadbean Source	N	0
30	The Muse 1375 Broadway New York, New York 10018 Phone : 646-861-0284 Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Andrea Siegle	N	0
31	TheLadders.com 137 Varick Street 8th Floor New York, New York 10013 Phone : 646-453-1800 Url : <a href="http://www.theladders.com">http://www.theladders.com</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Sinclair SilkRoad Source	N	0
32	Tvjobs.com PO Box 4116 Oceanside, California 92052 Url : <a href="http://www.tvjobs.com">http://www.tvjobs.com</a> Email : <a href="mailto:info@tvjobs.com">info@tvjobs.com</a> Mark Holloway	N	0
33	University of Rhode Island 50 Lower College Rd Kingston, Rhode Island 2881 Url : <a href="http://www.uri.edu">http://www.uri.edu</a> Email : <a href="mailto:sbgresumes@sbgstv.com">sbgresumes@sbgstv.com</a> Career Center	N	0
34	US Army Wounded Warrior Program 200 Stovall St. Room 7N53 Alexandria, Virginia 22332 Email : <a href="mailto:vicki.h.mullen.civ@mail.mil">vicki.h.mullen.civ@mail.mil</a> Vicki Mullen	Y	0

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35	Western New England University 1215 Wilbraham Rd Springfield, Massachusetts 01119 Phone : . Url : www.wne.edu Email : sbgresume@sbgstv.com Career Center	N	0
36	Word of Mouth Referral	N	1
37	www.mediagignow.com 717 Green Valley Road Suite 200 Greensboro, North Carolina 27408 Phone : 336-553-0620 Url : http://www.mediagignow.com Email : customerservice@mediagignow.com MediaGigNow.com	N	0
<b>TOTAL INTERVIEWS OVER REPORTING PERIOD:</b>			<b>29</b>

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**III. RECRUITMENT INITIATIVES**

	<b>Date</b>	<b>Type of Recruitment Initiative (Menu Selection)</b>	<b>Brief Description Of Activity</b>	<b>No. of Stations Participants</b>	<b>Participant Title</b>
1	12/5/2017	Participation in events or programs sponsored by educational institutions	WJAR's Katie Davis (Investigative Reporter) spoke with high school seniors at Academy for Career Exploration (ACE) Charter School in Providence, RI at the request of the school. The students plan to pursue careers in the broadcast industry in college and are working on a senior project about investigative reporting. Katie spoke about how she started her career in the television industry after she got out of college, and what her job entails. She discussed careers in broadcasting and what it takes to be successful in the industry, as well as all the different job opportunities within a TV station.	1	Investigative Reporter
2	12/6/2017	Participation in events or programs sponsored by educational institutions	WJAR's Arthur Tefft (News Assignment Editor) hosted a group of 15 students and staff from Cranston Transitions Program in Cranston, RI at the request of the school. The students are interested in broadcasting careers. They were given a full tour of the station and were able to observe the various job functions leading up to and including a live newscast. Arthur discussed different job responsibilities with the students, and talked about various job opportunities in broadcasting. Afterwards, Arthur answered questions about his career in television and what types of skills and education will help you succeed in the industry.	1	Assignment Desk Coordinator



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3	1/2/2018	Establishment of an intern program designed to assist members of the community	<p>The Station Employment Unit WJAR has an internship program as defined below:</p> <p>Program Goal: recruit candidates from local colleges and technical schools and prepare them for entry-level jobs within the broadcast industry.</p> <p>Program Objectives:</p> <ul style="list-style-type: none"> <li>• Develop links with colleges, universities, and technical schools to promote the Station Employment Unit as a prospective employer.</li> <li>• Create symbiotic relationship between interns and Station Employment Unit WJAR</li> <li>• Provide interns with opportunities to translate classroom theories into industry applications. Interns have the opportunity to develop practical skills that will improve their chances for success in the broadcast industry.</li> </ul> <p>Eligibility Requirements:</p> <ul style="list-style-type: none"> <li>• Applicants must be attending an accredited institution. Graduate students are also eligible. Preferably, applicants should be communications / journalism majors, although other majors will be considered.</li> <li>• The applicant must be at least 18 years of age.</li> <li>• The applicants must be in good academic standing as defined by his or her academic institution.</li> <li>• The applicant must receive academic credit for their internship experience. He/She must be registered for college credit at his/her institution during the quarter or semester in which the internship is performed. Interns are not paid.</li> </ul> <p>The station had 8 interns in the Spring 2018 semester, 11 interns in the Summer 2018 semester, and 5 interns in the Fall 2018 semester.</p>	4	Asst. Business Manager News Director Sports Director Assignment Desk Coordinator

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4	1/11/2018	Participation in events sponsored by community groups	WJAR's Parker Gavigan, Investigative Reporter, spoke with 7th graders and the community group "Young at Heart" at St. Luke School in Barrington, RI sponsored by the Barrington School District. Parker discussed what is involved in a career in journalism at a television station, and the role of journalism in today's 24/7 world. He answered questions from the students and teachers related to his career as an investigative reporter.	1	Investigative Reporter
5	1/16/2018	Participation in events sponsored by community groups	WJAR's Arthur Tefft, News Assignment Editor, hosted a group from Newbury Public Relations in Riverside, RI at the request of the organization. The group was interested in broadcasting careers and how they can help promote careers in broadcasting to the community. They were given a full tour of the station and were able to observe the various job functions leading up to and including a live newscast. Arthur discussed different job responsibilities with the group, and talked about various job opportunities in broadcasting. Afterwards, Arthur answered questions about his career in television and what types of skills and education will help you succeed in the industry.	1	Assignment Desk Coordinator

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6	1/16/2018	Participation in events or programs sponsored by educational institutions	WJAR's Lindsay Iadeluca, Multimedia Journalist, hosted a student from North Providence High School in North Providence, RI on 1/16/18, 1/25/18 & 1/31/18 as part of the school's Job Shadow program. The student is interested in a television career and the job shadow provided by Lindsay helped give him real-life exposure to the industry. Lindsay gave the student a full tour of the station where he was able to see all the different job functions in action leading up to and during a live newscast. They talked about the different careers in broadcasting, and the student was able to get some hands-on experience by attending a meeting, sitting in on calls into the assignment desk, observing how a news team is assigned to cover news stories, and observing how a reporter shoots and edits a video package for broadcast.	1	Multimedia Journalist

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### III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
7	1/31/2018	Provision of training to management	<p>SBG, Inc. and its stations are an equal opportunity employer. Equal employment opportunity has been and continues to be both the Company's policy and practice. In order to provide equal employment and advancement opportunities to all individuals, employment decisions at SBG and its stations are based on merit, qualifications, and abilities. We recruit, hire, train, promote, and make all employment decisions without regard to race, color, religion, sex, national origin, age, disability, veteran status or any other category protected by law.</p> <p>Further, in keeping with this commitment to equal employment opportunity, SBG Inc. offers mandatory training for equal opportunity employment, discrimination and appropriate workplace behavior including workplace harassment.</p> <p>Newly hired Managers and Supervisors take web-based training courses titled "Business Ethics for Supervisors" and "Preventing Harassment in the Workplace - Manager Edition" and all newly hired employees complete "Workplace Harassment Prevention for Employees" and "Business Ethics" within 90 days of the start of their employment. In addition, ALL Employees are required to complete bi-annual online training which reviews these same policies and procedures; these courses are designed to increase and renew awareness as well as provide for manager and supervisor development, and FCC Compliance.</p> <p>Also, Leadership &amp; Management Training is provided to all newly hired Department Heads, Managers &amp; Supervisors. They complete the following courses within 6 months of their hire date: "The Voice of</p>	115	

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			Leadership: Effective Leadership Communication Strategies;" "Monitoring and Improving Performance:" "Wage and Hour Awareness for Managers;" "Essentials of Interviewing and Hiring: Conducting an Effective Interview;" "Union Awareness;" and "First Time Manager: Understanding a Manager's Role." The purpose of this training is to increase and renew awareness of general leadership and management best practices and employment law compliance.		
8	2/27/2018	Participation in events or programs sponsored by educational institutions	WJAR's Arthur Tefft, Assignment Desk Coordinator, hosted two students from Lincoln High School in Lincoln, RI as part of the school's Job Shadow program. The students are interested in a television career and the job shadow provided by Arthur helped give them real-life exposure to the industry. Arthur gave the students a full tour of the station where they were able to see all the different job functions in action leading up to and during a live newscast. They talked about the different careers in broadcasting, and the students were able to get some hands-on experience by attending a meeting, sitting in on calls into the assignment desk, observing how a news team is assigned to cover news stories, and sitting in on a taping of a political news conference.	1	Assignment Desk Coordinator

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9	3/26/2018	Participation in events or programs sponsored by educational institutions	WJAR's Matthew Lebowitz, Creative Services Director, hosted a group of students from The Providence Transition Academy in Providence, RI at the request of the school's Community Transition Assistant Liaison. The students were interested in news and weather broadcasting careers, and they were given a full tour of the station and were able to observe the various job functions leading up to and including a live newscast. Matt discussed different job responsibilities with the students, and talked about various job opportunities in broadcasting. Afterwards, Matt answered questions about his career in television and what types of skills and education will help you succeed in the industry.	1	Creative Services Director
10	3/27/2018	Participation in events sponsored by community groups	WJAR's Matthew Lebowitz, Creative Services Director, Joseph Doris, Operations Manager, and Kelly Bates, Meteorologist, represented the station at the Junior Achievement RI Inspire Career Exploration Fair, hosted by Junior Achievement of Rhode Island and held at the Rhode Island Convention Center in Providence, RI on March 27, 2018. They met and spoke with 2,237 8th graders from under-privileged backgrounds within the inner-city population who came to see various career paths available to them. They discussed their careers in broadcasting and the possibilities available to them in the industry and how education can open many doors for them. They answered questions from the students about the different jobs at a television station, and assisted the students in performing mock weather reports.	3	Creative Services Director Operations Manager Meteorologist

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11	4/11/2018	Participation in events or programs sponsored by educational institutions	WJAR's Parker Gavigan, Investigative Reporter, attended a classroom session at Mary Fogarty Elementary School in Providence, RI at the request of the school during Reading Week. Parker read to a classroom of 4th grade students and discussed what is involved in a career in journalism at a television station, as well as the importance of reading and education. He answered questions from the students and teachers related to his career as an investigative reporter.	1	Investigative Reporter
12	4/13/2018	Participation in events or programs sponsored by educational institutions	WJAR's Parker Gavigan and Katie Davis, Investigative Reporters, attended a classroom session at St. Luke's School in Barrington, RI at the request of the school during Reading Week. Parker and Katie spoke to approximately 70 students in 5th - 8th grades and discussed the roles of their job as an investigative reporter, what is involved in a career in journalism at a television station, as well as the importance of reading and education. They answered questions from the students and teachers related to their careers as an investigative reporter, and they played several of their stories on a projector screen and discussed how they developed and created the news stories.	2	Investigative Reporter Investigative Reporter
13	4/24/2018	Participation in events or programs sponsored by educational institutions	WJAR's Parker Gavigan, Investigative Reporter, attended a classroom session at Bishop McVinney Elementary School in Providence, RI at the request of the school during Reading Week. Parker read to a classroom of 4th grade students and discussed what is involved in a career in journalism at a television station, as well as the importance of reading and education. He answered questions from the students and teachers related to his career as an investigative reporter.	1	Investigative Reporter

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14	4/26/2018	Participation in events or programs sponsored by educational institutions	WJAR's Joseph Kayata, Sports Reporter/Anchor, attended Career Day at Cumberland High School in Cumberland, RI at the request of the school. Joe spoke to approximately 90 students and discussed what is involved in a career in journalism at a television station and what is involved in his specific job responsibilities as a Sports Reporter & Anchor. He answered questions from the students and teachers related to his career in broadcasting and what steps he took to get to where he is.	1	Sports Reporter/Anchor
15	4/28/2018	Participation in events or programs sponsored by educational institutions	WJAR's Parker Gavigan, Investigative Reporter, hosted an event at The Hope Academy Public Mayoral Charter School in Providence, RI to benefit the students of the school. During the event Parker discussed what is involved in a career in journalism at a television station and what is involved in his specific job responsibilities as an Investigative Reporter. He also spoke about the many different job opportunities that are available within a single television station.	1	Investigative Reporter
16	6/8/2018	Participation in events or programs sponsored by educational institutions	WJAR's Zita Nelson, Digital Sales Coordinator/Graphic Designer, hosted a student from Kickemuit Middle School in Warren, RI as part of the school's Job Shadow program. The student is interested in a television career and the job shadow provided by Zita helped give him real-life exposure to the industry. Zita gave the student a full tour of the station where he was able to see all the different job functions in action leading up to and during a live newscast. They talked about the different careers in broadcasting, and the student was able to get some hands-on experience by attending a meeting, sitting in on an advertising call, and observing how a commercial for a client is developed and the graphics are created.	1	Digital Sales Coordinator/Graphic Designer



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17	8/3/2018	Participation in Job Fairs	The Corporate Sr. Employment Manager, News Talent Manager and Director of News Training and Development, along with several station News Managers and other personnel represented all Sinclair News stations at the career expo for the NABJ 2018 convention/career expo in Detroit, MI, July 31st to August 4th. They met potential candidates and reviewed resumes and tapes for current and future job openings across the company. All candidates who stopped by the booth are followed up with and interviews set up where applicable.	3	Sr. Employment Manager Director - Training & Development News Talent Manager
18	9/19/2018	Participation in events or programs sponsored by educational institutions	WJAR's Suzanne Nadeau-Beever, Executive Producer, hosted a student from East Greenwich High School in East Greenwich, RI on 9/19/18, 9/20/18, 9/25/18, 9/28/18, 10/2/18 & 10/8/18 as part of the school's Career Mentoring program. The student is interested in a television career and the job shadow provided by Suzanne helped give her real-life exposure to the industry. Suzanne gave the student a full tour of the station where she was able to see all the different job functions in action leading up to and during a live newscast. They talked about the different careers in broadcasting, and the student was able to get some hands-on experience by attending news planning meetings, sitting in on calls into the assignment desk, observing how a news team is assigned to cover news stories, and learning about the decision process that is involved when deciding what story to pursue, how to develop the story and how to present the story to the audience.	1	Executive Producer