

# *WPSU Penn State*

## *ANNUAL EEO PUBLIC FILE REPORT*

*Reporting Period: April 1, 2022 – March 31, 2023*

The purpose of this EEO Public File Report is to comply with Section 73.2080©(6) of the FCC’s 2002 EEO Rule. This Report has been prepared on behalf of the Station Employment Unit that is comprised of the following stations: WPSU-TV, Clearfield, PA; WPSU-FM, State College, PA; and WPSX-FM, Kane, PA and is required to be placed in the public inspection files of this station, and posted on our website.

The information contained in this Report covers the time period beginning April 1, 2022 to and including March 31, 2023 (the “Applicable Period”).

The FCC’s 2002 EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the station comprising the Station Employment Unit during the Applicable period.
2. For each vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080 ©(1)(ii) of the new EEO Rule, which should be separately identified), identified by name, address, contact person and telephone number.
3. The recruitment source that referred the hired for each full-time vacancy during the Applicable Period.
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of interviewees referred by each recruitment source utilized connection with such vacancies.
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080©(2) of the FCC rules.

Appendices 1, 2, and 3, which follow have been designed in the aggregate to provide the required information. Please note that the numbers listed on Appendix 2 under the column entitled “Full-time Positions for Which This Source Was Utilized” refer to the number of the full-time job positions listed on Appendix 1.

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### APPENDIX 1

Covering the Period from April 1, 2022 to March 31, 2023

#### Section 1: Vacancy Information

##### RECRUITMENT/REFERRAL SOURCES USED TO SEEK CANDIDATES FOR EACH VACANCY

#### 1. Multimedia Specialist - 28963

	Recruitment Source Utilized	Source Code	Referred Person Interviewed	Referred Person Hired
	PSU Careers Website	A-28963	3	
	WPSU Website	B-28963		
	CPB	C-28963		
	PBS Connect	D-28963		
	NETA	E-28963		
	JobSites Unspecified	O-28963	1	1
	DiversityinHigherEd.com	P-28963		
	PMBA	S-28963		

#### 2. Digital Content Specialist – 22044

	Recruitment Source Utilized	Source Code	Referred Person Interviewed	Referred Person Hired
	PSU Careers Website	A-22044	6	1
	WPSU Website	B-22044		
	CPB	C-22044		
	PBS Connect	D-22044		
	NETA	E-22044		
	Public Media Jobs.org	Q-22044		
	Diversity in HigherEducation.com	P-22044		
	LinkedIn	H-22044		
	BrownGirls Doc Mafia	R-22044		
	PMBA	S-22044		

#### 3. Broadcast Engineering Manager – 20706

	Recruitment Source Utilized	Source Code	Referred Person Interviewed	Referred Person Hired
	PSU Careers Website	A-20706	3	1
	WPSU Website	B-20706		
	CPB	C-20706		
	PBS Connect	D-20706		
	NETA	E-20706		
	LinkedIn	H-20706		
	PMBA	S-20706		
	Workspend	T-20706	2	

**4. Budget Analyst - 37074**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-37074	4	1
	WPSU Website	B-37074		
	CPB	C-37074		
	PBS Connect	D-37074		
	NETA	E-37074		
	DiversityinHigherEd.com	P-37074		

**5. Administrative Support Assistant 4 - 37493**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-37493	6	1
	WPSU Website	B-37493		
	CPB	C-37493		
	PBS Connect	D-37493		
	NETA	E-37493		

**6. Project Manager - 30603**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-30603	5	1
	WPSU Website	B-30603		
	CPB	C-30603		
	PBS Connect	D-30603		
	NETA	E-30603		
	DiversityinHigherEd.com	P-30603		
	PMBA	S-30603		

**7. Director of Finance - 35657**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-35657	2	1
	WPSU Website	B-35657		
	CPB	C-35657		
	PBS Connect	D-35657		
	NETA	E-35657		
	Job Sites: HigherEdJobs.com	K-35657	1	
	DiversityinHigherEd.com	P-35657		
	PMBA	S-35657		

**8. Administrative Support Assistant 3 - 40966- (still open)**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-40966	2	
	WPSU Website	B-40966		
	CPB	C-40966		
	PBS Connect	D-40966		
	NETA	E-40966		

**9. Finance Manager - 39472 (still open)**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-39472		
	WPSU Website	B-39472		
	CPB	C-39472		
	PBS Connect	D-39472		
	NETA	E-39472		
	DiversityinHigherEd.com	P-39472		
	PMBA	S-39472		

**10. Community Engagement Manager - 40967 (still open)**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-40967		
	WPSU Website	B-40967		
	CPB	C-40967		
	PBS Connect	D-40967		
	NETA	E-40967		
	DiversityinHigherEd.com	P-40967		
	PMBA	S-40967		

**11. FM Reporter – 40417 – (still open)**

	<b>Recruitment Source Utilized</b>	<b>Source Code</b>	<b>Referred Person Interviewed</b>	<b>Referred Person Hired</b>
	PSU Careers Website	A-40417		
	WPSU Website	B-40417		
	CPB	C-40417		
	PBS Connect	D-40417		
	NETA	E-40417		

Total Number of Persons Interviewed During Applicable Period: 35

Total Number of Persons Hired During Applicable Period: 7

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## **ANNUAL EEO PUBLIC FILE REPORT** **APPENDIX 2**

### **Section 2: Recruitment Source Information**

	<b>Recruitment Source (Name, Address, Telephone Number, Contact Person)</b>	<b>Total Number of Interviewees this Source Has Provided During This Period (If Any)</b>	<b>Full-time Position for Which This Source Was Utilized (Hired)</b>
A	PSU	31	6
B	WPSU Penn State Website		
C	Corporation for Public Broadcasting (CPB)		
D	PBS Connect		
E	NETA Online		
F	Mandy.com		
G	Production Hub		
H	LinkedIn		
I	Other		
J	DiversityJobs		
K	HigherEdJobs	1	
L	Stackoverflow.com		
M	D1.Jobs		
N	Greater Public		
O	Job Sites (unspecified)	1	1
P	Diversity In HigherEducation.com		
Q	Public MediaJobs.org		
R	Brown Girls Doc Mafia		
S	PMBA		
T	Workspend	2	

### **WPSU-TV and WPSU-FM (WPSU Penn State)** Recruitment Sources (Additional Information):

401 Ninth Street, NW, Washington, DC 20004  
(202)-879-9600  
[jobline@cpb.org](mailto:jobline@cpb.org)

A The Pennsylvania State University  
Office of Human Resources  
Suite 329 Innovation Blvd, University Park, PA 16802  
Attention: Susan Morse (814)-865-0851  
<http://www.ohr.psu.edu/emplment/staff.htm>

D Public Broadcasting Service (PBS)  
PBS Connect  
1320 Braddock Place, Alexandria, VA 22314  
(703)-739-5132  
[www.pbs.org](http://www.pbs.org)

B WPSU Penn State Website  
238 Outreach Building, University Park, PA 16802  
Attention: Toni Irvin (814)-863-0820  
[wpsu.org](http://wpsu.org)

E NETA Online  
PO Box 50008, Columbia, SC 29250  
(803)-799-5517  
Maryann (Maryanne@netaonline.org)  
<http://www.netaonline.org>

C Corporation for Public Broadcasting (CPB)

- F Mandy.com  
[www.mandy.com](http://www.mandy.com)
- G Production Hub  
801 W. Fairbanks Avenue, Winter Park, FL 32789  
(800)-629-4122  
[www.ProductionHub.com](http://www.ProductionHub.com)
- H LinkedIn  
Sunnyvale, CA  
[www.linkedin.com](http://www.linkedin.com)
- I Other – applied through PSUjobs website but selected OTHER  
when asked how they found out about the job
- J DiversityJobs  
3980 North Broadway, ste 103-147  
Boulder, CO 80304  
814-861-3080  
<https://diversityjobs.com/c/>
- K HigherEdJobs  
715 Lake Street, Suite 400  
Oak Park, IL 60301  
708-848-4351  
<https://www.higheredjobs.com/>
- L Stackoverflow.com  
<https://stackoverflow.com/jobs>
- M D1.jobs  
D1ticker.com/jobs  
<https://www.d1ticker.com/jobs/#contact>
- N Greater Public  
401 North 3rd Street, Suite 601  
Minneapolis, MN 55401  
<https://www.greaterpublic.org/jobs/>
- O Job Sites (unspecified)  
Applied through PSUjobs website, but reported to us as “Job  
Sites” by Penn State Human Resources.
- P Diversity in Higher Education  
<https://diversityinhighereducation.com/>  
973-992-7311
- Q Public Media Jobs.org  
4400 Massachussets NW  
Washington, DC 20016  
202-885-6412
- R Brown Girls Doc Mafia  
<https://browngirlsdocmafia.com/>
- S Public Media Business Association (PMBA)  
1300 Piccard Drive, Suite LL14  
Rockville, MD 20850  
<https://www.pmbaonline.org/>
- T Workspend Inc.  
101 Hudson Street  
1900 Jersey City, NJ 07302  
800-770-5973  
<https://workspend.com/>

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## *ANNUAL EEO PUBLIC FILE REPORT FORM*

### *APPENDIX 3*

Covering the Period: April 1, 2022 to March 31, 2023

#### **Section 3: Supplemental (Non-Vacancy Specific) Recruitment Activities Undertaken by WPSU Penn State:**

1. WPSU Penn State Internship Program – This yearly program, for local college and university students is offered by WPSU Penn State and is open to a diverse population. The goal is to provide a college student with an opportunity to learn and develop practical skills throughout their college education in the potential field of study.
2. WPSU Penn State and The Pennsylvania State University through their Human Resources Development Office provide training to management level as well as all staffing levels of WPSU Penn State and The Pennsylvania State University on Equal Employment Opportunities, Discrimination and Diversity Training. Penn State and WPSU Penn State consider diversity training a serious issue and make it a high priority.
3. Penn State Outreach established a mentoring program for OOE employees to foster professional development and career growth and learn best practices and knowledge from established colleagues in different units.
4. WPSU Penn State offered paid scholarships/endowment funding to hire interns to help develop their skills for careers in broadcasting. Also, WPSU Penn State producers taught college-level courses in the College of Communications, including hands-on experience here at the Station, to help further develop students' skills in producing content.
5. WPSU staff attended a Penn State College of Communications job fair for internships and full and part time positions. This fair was held in person.
6. WPSU staff attended a job fair hosted by PublicMediaJobs.org for internships and full and part time positions. This fair was held virtually.

## FCC FORM 396 Exhibit 3 – Narrative Statement

The Pennsylvania State University and WPSU is committed to providing equal employment opportunities to all qualified individuals without regard to their race, color, creed, sexual orientation, religion, national origin, age, gender identity, marital status, disability, military status, citizenship, or any other legally protected status in accordance with applicable local, state, and federal law. WPSU's noncommercial educational stations WPSU-TV and WPSU-FM in State College, Pennsylvania are licensed to The Pennsylvania State University. WPSU has achieved broad and inclusive outreach during the past two years in connection with its recruitments for full-time job vacancies and its completion of various non-vacancy-specific employment initiatives and activities. The Pennsylvania State University and WPSU is committed to and accountable for advancing diversity, equity, inclusion, and sustainability in all of its forms. We embrace individual uniqueness, foster a culture of inclusion that supports both broad and specific diversity initiatives, leverage the educational and institutional benefits of diversity in society and nature, and engage all individuals to help them thrive. We value inclusion as a core strength and an essential element of our public service mission.

As full-time job vacancies occur, WPSU utilizes a variety of recruitment sources to widely disseminate information about openings to qualified candidates. In addition to posting on the Pennsylvania State University job site, WPSU regularly uses the WPSU station website, a variety of internet job sites and employment services, public broadcasting associations and publications and professional organizations and other online sources.

For each vacancy, a search committee is organized of personnel at different levels of authority and responsibility to review applicants. Interviews are conducted using a scorecard that measures specific competencies for that position. New employees participate in an extensive onboarding process and are provided ongoing professional development opportunities through workplace learning, online tutorials, webinars and conferences. Penn State University provides a structured performance management program to evaluate job performance and identify skill development needs.

WPSU participates in non-vacancy specific outreach efforts such as attending career and internship fairs, and student organization events centered around recruitment and professional development.

The station also provides internship, work study and volunteer engagement experiences to help students and potential recruits gain practical work experience while supporting public radio and television.