III. LONG-TERM RECRUITMENT INITIATIVES

Establish training or mentoring programs designed to enable employees to acquire skills to qualify for higher level positions

WAMC Mentoring Program
The WAMC Mentoring Program matches senior staff members who have five or more years’ experience in their field with an employee who wishes to learn more about their options and the building blocks of their chosen profession. The goal of the program is to build a more resilient workforce by fostering creativity, sharing knowledge and skills, and maintaining institutional knowledge. New employees are assigned a mentor during their probationary period to help assimilate the person to the inner workings of the station. After the probationary period, both the mentor and protégé may continue the relationship should they both agree to.

There were three mentorship pairings within the organization during the last period in the fundraising/membership, maintenance and news departments. The pairs met at least weekly to discuss their progress on goals and other topics as needed. At the end of the period, both parties evaluate the effectiveness of the mentorship program.

Director of Operations and Engineering, Stacey Rosenberry mentored Richard Aylor, Building and Grounds Manager beginning 11/22/21 to present.
Membership Director, Amber Sickles mentored Fund Drive Assistant Nora Kanarkiewicz beginning 11/29/21 to present.
Assistant News Director, Jim Levulis mentored Reporter Ashley Hupfl beginning 8/5/21 to present.

Establishment of internship program to assist members of community acquire broadcast skills

WAMC Internship Program
WAMC works closely with colleges and universities throughout the station’s listening area, which includes NY, MA, VT, CT, NJ, and PA, to recruit post-graduate interns for learning opportunities in journalism and broadcasting. Internship positions are listed at college and university career centers, specific departments when applicable (i.e. communication/ broadcasting), and WAMC’s website, wamc.org.

WAMC can accommodate interns in our Administrative, News, Programming, Marketing, Performance Venue and Underwriting departments each semester. Internships are awarded, after interview and approval, on a first come, first served basis. Interns work (unpaid) 10 to 40 hours per week, depending on course requirements, and receive academic credit for their work.
In 2021, WAMC had 1 intern, Jeongyoon Han, participate remotely for the news department in the Berkshire Bureau, for a period of 1 month, 1/11/21 to 2/15/21, from Williams College. Due to the Coronavirus and New York State’s strict policies and restrictions, WAMC could not accept any interns at the station in any other departments.

**Providing training to management level personnel on methods of ensuring equal employment opportunity and preventing discrimination**

All unit heads receive individual training from senior staff on methods to ensure equal employment opportunity and prevent discrimination both in hiring and on the job. WAMC's personnel manual and station policies are regularly reviewed by an attorney and updated at least annually to include the most recent state and federal anti-discrimination statutes. During the week of November 12, 2020, all station employees completed an online, interactive training on sexual harassment and discrimination in the workplace through the State of New York. The updated policies were distributed to the full staff and board of trustees.

**Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities**

All full and part-time positions are posted to Monster.com’s Diversity Network through the *Albany Times Union* daily newspaper, indeed.com, the New York State job bank and on the WAMC website. This enables WAMC to reach a large community of diverse career websites and media partnerships which include substantial participation of women and minorities.

During 2021 WAMC also advertised media positions in Journalismjobs.com, Marist College Center for Career Services, LinkedIn and Facebook Jobs.

**Participation in events or programs sponsored by educational institutions relating to career opportunities in broadcasting**

Spring Semester:
News Director Ian Pickus taught *Advanced News Writing* at the University at Albany.

Host/Sr Advisor Joseph Donahue taught *Understanding Media* at Bennington College, Bennington, VT.

Reporter Jesse King gave zoom presentations and edited students’ stories for Western New England University’s *Radio Reporting* class.

Fall Semester:
Host/Sr Advisor Joseph Donahue taught *Intro to Mass Communications* at the College of Saint Rose.

Host/Sr Advisor Joseph Donahue taught *The Art of Interviewing* at the College of Saint Rose.

Ian Pickus, News Director was a panelist, Countering Mis/Disinformation: Enhancing Journalistic Legitimacy in Media and Law Enforcement, A Project for India, International Visitor Leadership Program, U.S. Department of State, International Center of the Capital Region, Oct. 19, 2021
Participation in job fairs by station personnel

March 3, 2021 – Career Fair hosted virtually by SUNY at Albany through Handshake 12pm-2pm (Elizabeth Hill, Outreach Coordinator and Melissa Kees, Underwriting Manager)

September 29, 2021 - Career Fair hosted virtually by SUNY at Albany through Handshake 12pm-2pm (Elizabeth Hill, Outreach Coordinator and David Hopper, Producer Academic Minute)

At both events, staff met virtually with students and discussed the different opportunities available in broadcasting and the specific openings in their departments at WAMC.

July 14, 2021 – Albany Career and Job Fair at Albany Holiday Inn 9am-4pm (Elizabeth Hill, Outreach Coordinator and Jordan Yoxall, CFO).

Staff met with community members and students and discussed general opportunities available in broadcasting and the open positions in the news department.