

NEWARK PUBLIC RADIO, INC. (WBGO-FM)
Equal Employment Opportunity Public File Report
February 1, 2017 – January 31, 2018

The purpose of this report is to comply with Section 73.2080(c)(6) of the Federal Communications Commission's EEO rules. The report can be found in the public inspection file at 54 Park Place, Newark, New Jersey and on the station's website, www.wbgo.org. This report contains the following information:

1. A list of the full-time vacancies filled by the Reporting Station during the Reporting Period.
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy identified by name, address contact person, and telephone number.
3. The recruitment source that referred the hire for each full-time vacancy during the Reporting Period.
4. Data reflecting the total number of persons interviewed for full time vacancies during the Reporting Period and the total number of interviews referred by each recruitment source utilized in connection with such vacancies.
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c)(6) of the FCC's EEO Rules during the Reporting Period.

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Evening Jazz Host

Recruited through referrals both internal and external. Received 30 resumes and audio samples. Also reviewed existing resumes and audio samples. 11 in person and phone interviews were conducted. Position was posted on WBGO.org, CPB Jobs, All Access.com and Facebook. The decision was made to move a current full-time WBGO employee into the position. Selected candidate began January 8th 2018.

Director of Corporate Development

Recruited through referrals. Received 56 resumes. Interviewed 11 candidates both in person and on the phone. Position was posted on Idealist, LinkedIn and WBGO.org. Selected candidate began June 12th, 2017.

Special Projects Assistant

Recruited from within. Received 103 resumes. Interviewed 17 candidates both by phone and in person. Position was posted on Indeed, Idealist, NYFA job board and WBGO.org. Selected candidate began April 12th 2017

Vice President of Development

The search firm of PBR, Inc was retained for this search. Outreach was conducted via referrals as well as the database of the search firm. In addition, the position was posted on WBGO.org and resumes were solicited through networking. 16 resumes were received. 15 phone interviews were conducted, 8 in person by the search firm. 6 finalists were interviewed by a board team. Selected candidate began March 21st 2017.

Administrative Assistant, Development

Applicant recruited from Simply Hired. Received 166 resumes. Interviewed 10 candidates both by phone and in person. The position was posted on Idealist and aggregated by Simply Hired and WBGO.org. Selected candidate began on January 22nd 2018

APPENDIX A

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Summary of Full-Time Job Vacancy Information

FULL-TIME POSITION FILLED	TOTAL # OF INTERVIEWEES FROM ALL RECRUITMENT SOURCES FOR POSITION	RECRUITMENT SOURCES USED
Evening Jazz Host	30	WBGO Website, CPB Jobs, All Access, Facebook.
Director of Corporate Development	56	WBGO Website, Idealist, LinkedIn
Special Project Assistant	103	WBGO website, Indeed, Idealist, NYFA
VP Development	15	WBGO website, PBR Exec Search, referrals
Administrative Asst, Development	166	WBGO Website, Idealist

APPENDIX B

NEWARK PUBLIC RADIO, INC. (WBGO-FM) Equal Employment Opportunity Public File Report February 1, 2017 – January 31, 2018

Recruitment Source Information

Association of Fundraising Professionals

www.afp.com

4300 Wilson Blvd., Suite 300

Arlington, VA 22203

703-684-0410

Berkeley College

www.berkeleycollege.edu

12 E. 43 Street

School of Liberal Arts

New York, NY 10022

212-805-4991

Chronicle of Philanthropy

www.philanthropy.com

1255 Twenty-Third Street, NW, 7th fl.

Washington, DC 20037

202-466-1200

CPB Jobline

www.cpb.org

401 Ninth Street, NW

Washington, DC 20004-2129

202-879-9600

Craig's List

www.craigslist.org

1381 9th Avenue
San Francisco, CA 94122
415-566-6394

Creative Jobs Central
www.creativejobcentral.com

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Idealist
www.idealist.org
302 5th Avenue, 11th fl.
New York, NY 10001
646-786-6886

Indeed.com
www.indeed.com
7501N. Capital of Texas Highway
Bldg. B
Austin, TX 78731
(512) 459-5300

Inside Radio
www.insideradio.com
PO Box 567925
Atlanta, GA 31156
800-248-4242

NYFA
www.nyfa.org
100 East 17th Street
New York, NY 10003
212-674-4300

Newark Regional Business Partnership
www.nrbp.org
744 Broad Street, 26th fl.
Newark, NJ 07102
973-522-0099

PBR Executive Search

www.pbrsearch.com

212.865.9262

Playbill

www.playbill.com/jobs

PRADO

www.pradoweb.org

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www.rbr.com

PO Box 6633

Woodbridge, VA 22195

WBGO Website

www.wbgo.org/employment-and-internships

Zip Recruiter

www.ziprecruiter.org

1463 3rd Street, Suite 335

Santa Monica, CA 90401

877-252-1062

APPENDIX C

ANNUAL EEO PUBLIC FILE REPORT FOR BROADCAST STATIONS

Reporting Station(s) WBGO-FM

Description of long-term/supplemental recruitment activities

Newark Public Radio, Inc. offers an Internship program and reaches out to local community educational institutions (high schools and colleges) inviting students to apply for intern positions in various departments of the organization, including Administration, Content and News, Engineering and Operations, Finance , and Marketing. WBGO's Volunteer Coordinator reaches out to Career Services, Deans of Students, Student Counselors beginning in January of each year and going through May to begin the internship in June when the school semester ends. There is an established procedure for students to apply and all information and forms are sent to the appropriate personnel at the educational institutions. In addition, we support an annual fellows program designed to train future leaders in our field

Newark Public Radio, Inc. also mentors current employees through on-the-job training conducted by management personnel to provide employees with the tools and skills to advance through the organization. Our Board of Trustees contains two professionals in Human Resources who conduct skills training workshops in areas such as evaluations and interview skills. All staff and the manager level and above have participated.

Newark Public Radio, Inc. has, at times, created on-air spots advertising Upper Level Category openings and participated in job fairs sponsored by area educational institutions. These recruiting tools have not realized results.

Human Resources conducts training for management level personnel on Equal Employment Opportunity and Anti-Discrimination through on-site seminars which are available on the organization's intranet.