

FEDERAL COMMUNICATIONS COMMISSION
EQUAL EMPLOYMENT OPPORTUNITY ACTIVITIES REPORT
APRIL 1, 2024 – MARCH 31, 2025
Stations: WITF-TV, WITF-FM, Harrisburg, PA

Open Positions

Attached please find a spreadsheet listing all the open positions and the recruiting sources used to fill these vacancies from the time period of April 1, 2024 through March 31, 2025. Also, please find a list of the data reflecting the total number of persons interviewed and the recruiting sources used from the time period of April 1, 2024 through March 31, 2025.

Recruiting Contacts

Attached please find a listing of the contact information for the recruiting sources used by WITF from the time period of April 1, 2024 through March 31, 2025.

Job Fairs

Individuals with significant hiring responsibility:

Alan Wadsworth, current Sr. Human Resources Director

Alice Lawson, Human Resources Generalist

Michaela Allamena, current Human Resources Assistant

Ted Sickler, LNP Director of Content (subsidiary)

Job fairs are listed under attached Community Outreach listings.

Community Outreach

A summary of all Community Outreach activities is attached.

The purpose of the EEO Public Report form is to comply with Section 73.2080(c) (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 station: WITF and is required to be placed in the public inspection files of these stations, and posted on their websites, if they have websites.

The information contained in the Report covers the time period beginning April 1, 2024 to and including March 31, 2025.

The FCC's 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 sources utilized to fill the vacancy (including, if application, organizations entitled to notification pursuant to Section 73.2080 (c)(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 hiree 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 in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.2080(c) (2) of the FCC rules.

Appendix 1 has been designed to provide the required information.

For the purposes of the Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer.

WITF Recruiting Source Contact Information

No Sources Requested for all Job Openings

For the Period Covering April 1, 2024 to March 31, 2025

BlackJobs.com
Diversity City Media, Inc
440 W. San Ysidro Blvd., Suite 430968
San Ysidro, CA 92143
614.595.6063

Corporation for Public Broadcasting
401 9th Street,
NW Washington, DC 20004-2129
877.227.5511

Facebook
1 Hacker Way
Menlo Park, CA 94025

Handshake
225 Bush Street, 12th Floor
San Fransico, CA 94102
handshake@m.joinhandshake.com

Harrisburg Chamber of Commerce
3211 North Front Street, Suite 201
Harrisburg, PA 17110
717.232.4099

Hire Veterans
Served with Honor, Inc. –
The Veteran Company™
3575 Far West Blvd #28983
Austin, TX 78731
844.687.0447

Indeed
Austin Indeed Tower (HQ)
200 West 6th Street
Floor 36
Austin, TX 78701

LinkedIn
2029 Stierlin Court Suite 200
Mountain View, CA 94043
650.906.9456

LNP and LancasterOnline
101 North Queen
Lancaster, PA 17603
717.291.8831

National Association of Black Journalists
1100 Knight Hall, Suite 3100
College Park, MD 20742
301.405.0248

Public Media Journalist Association
P.O. Box 838
Sturgis, SD 57785
605.863.9919

Philanthropy.org
800-490-7090

WITF.org
4801 Lindle Road
Harrisburg, PA 17111
717.704.3000

COMMUNITY OUTREACH ACTIVITIES

WITF engaged in the following initiatives from the period beginning April 1, 2024 through March 31, 2025.

Internship Program

WITF has an extensive student internship program. College and High School students participate in internships in their field of interest and/or major, typically for credit hours. This past year, we had the following:

- 1 Community Outreach Intern for the Fall 2024 and Spring 2025 semesters supervised by Jess King.
- 2 Audio Production interns for the Fall 2024 semester supervised by John Kinzer.
- 1 Audio/Video Production intern for the Spring 2025 semester supervised by Fred Vigeant.
- 1 Human Resources intern for the Spring 2025 semester supervised by Alan Wadsworth.

These students came from the following colleges and universities:

- Franklin & Marshall College
- Shippensburg University
- Lebanon Valley College

Job Fairs

WITF Staff attended the following job fairs:

- LNP Media Spring Job Fair
 - Location: Lancaster County Convention Center
 - Date: 4/24/2024
 - Attendees: Alice Lawson (HR Generalist) & Michaela Allamena (HR Assistant)
- LNP Media Fall Job Fair
 - Location: Lancaster County Convention Center
 - Date: 10/2/2024
 - Attendees: Alice Lawson (HR Generalist) & Michaela Allamena (HR Assistant)
- Shippensburg University Spring 2024 Job Fair

- Location: Shippensburg University – Heiges Field House
- Date: 4/4/2024
- Attendees: Alan Wadsworth (Sr HR Director) & Ted Sickler (LNP Content Director)
- Shippensburg University Spring 2025 Job Fair
 - Location: Shippensburg University – Heiges Field House
 - Date: 3/28/2025
 - Attendees: Alan Wadsworth (Sr HR Director), Ted Sickler (LNP Content Director), Maddie Johnston (HR Intern)
- Temple University Fall 2024 Virtual Job Fair
 - Location: Virtual
 - Date: 10/25/2024
 - Attendees: Alan Wadsworth (Sr HR Director)
- Juniata College Spring 2025 Job Fair, February 28, 2025
 - Location: Juniata College – Kennedy Rec Center
 - Date: 2/28/2025
 - Attendees: Alan Wadsworth (Sr HR Director) & Alice Lawson (HR Generalist)

Community Events designed to inform and educate members of the public as to employment opportunities in broadcasting

WITF hosted 2 students from Shippensburg University during the Fall 2024 semester and 3 students from Shippensburg University during the Spring 2025 semester for our Creator Academy. Two of the students also served as paid interns during their respective semesters. During their time with the Creator Academy, student pitched projects to WITF staff members in production who mentored them and helped to edit their work.

WITF staff attended the Commonwealth Charter Academy Career Day on October 18, 2024. The staff spoke to students about different career options in the media, business, and education fields. The following staff attended: Alice Lawson (HR Generalist) and Alan Wadsworth (Sr. Director of HR).

Training as to methods of equal employment opportunity

WITF continued the use of an updated online training module on harassment and diversity in conjunction with the Corporation for Public Broadcasting for 2024. The training is required for all active employees and interns at hire and is provided annually between February and September.

Alan Wadsworth, Sr. Director of HR, attended a training webinar hosted by Gray Miller Persh LLP on September 24, 2024 regarding best practices for recruitment and compliance with FCC EEO regulations, requirements, and reporting.

Appendix 1 to Annual EEO Public File Report Form

Covering the period from April 1, 2024 to March 31, 2025

Stations Comprising Station Employment Unit WITF-TV, WITF-FM

Section 1: Vacancy Information, Recruitment Source Information

*Please refer to Recruiting Source List for Name, Address, Telephone Number and/or Website/Contact Person

**Sources listed as "Picked Up" were not posted by WITF staff; the job postings were picked up by the listed job boards

Position Available Position Title	Sources Listed Location of Recruitment	Date of Hire or Status
Accounting Clerk	WITF	6/3/2024
	LinkedIn	
	Harrisburg Chamber of Commerce	
	Indeed	
	LNP	
	Handshake	
Elementary Education Program Director	WITF	
	LinkedIn	
	Harrisburg Chamber of Commerce	
	Indeed	10/28/2024
	Black Jobs	
Television Production Crew	WITF	9/25/24, 5/7/24
	LinkedIn	1/31/2025
	Handshake	
	Indeed (P/U)	12/12/2024
	Harrisburg Chamber of Commerce	
	Rehire	10/20/2024
Media Literacy & Youth Voice Program Director	WITF	7/25/2024
	CPB	
Education Project Coordinator	WITF	
	LinkedIn	9/9/2024
Broadcast Maintenance Engineer	WITF	
	LinkedIn	
	HireVeterans.com	
	Harrisburg Chamber of Commerce	
	BlackJobs.com	
	CPB	
	Internal Candidate	10/2/2024
Continuity Specialist	WITF	10/15/2024
	BlackJobs.com	

	LinkedIn CPB	
VP of Philanthropy	WITF Harrisburg Chamber of Commerce CPB LinkedIn Philanthropy.org BlackJobs.com Employee Referral Internal Candidate	10/22/2024
Special Projects Associate	WITF Indeed (P/U) Employee Referral	8/19/2024
Steinman Institute Engagement Manager	CPB LinkedIn WITF LNP Facebook	6/11/2024
Spark Host	WITF Harrisburg Chamber of Commerce CPB NABJ PMJA LinkedIn (P/U) Internal	6/3/2024
Spark Producer	WITF CPB Internal Candidate	7/8/2024
Human Resources Assistant	Indeed WITF LinkedIn Merchandiser (P/U) LNP Harrisburg Chamber of Commerce	3/17/2025
Media Literacy Program Director	WITF CPB	7/25/2024
Elementary Education Project Coordinator	WITF Harrisburg Chamber of Commerce LinkedIn	9/9/2024

Chief Financial Officer		
	WITF	
	LinkedIn	
	Harrisburg Chamber of Commerce	
	Consultant Referral	3/31/2025
	Indeed (P/U)	
	ZipRecruiter (P/U)	
Associate Media Strategist		
	WITF	3/17/2025
	Harrisburg Chamber of Commerce	
	Indeed	
	Black Jobs	
	LinkedIn	