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Annual EEO Public File Report
Portland Station Employment Unit
(WMEA-FM)

The purpose of this EEO Public File Report ("Report") is to comply with Section 73.2080(c)(6) of the FCC's EEO Rule. This report was prepared on behalf of the Station Employment Unit of WMEA, and is required to be placed in the public inspection file of this station, and posted on its Web site, if it has a Web site.

The information contained in this Report covers the time period beginning December 1, 2024 to and including November 30, 2025 (the "Applicable Period").

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(s) comprising the Station Employment Unit during the Applicable Period;

2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c) (I)(ii) of the new EEO Rules, which should be separately identified), identified by name, address, contact person and telephone number as available;

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, of those people who were interviewed, the number 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 73.208(c)(2) of the EEO Rule.

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

For purposes of this Report, a vacancy was deemed "filled" not when the offer was extended but when the hiree accepted the job offer and reported to work. A person was deemed "interviewed" whether they interviewed in person, video conference, or over the telephone.

Attachment 1
EEO Public File Report

Covering the Period 12/1/24 to 11/30/25
Station(s) Comprising Station Employment Unit: **Portland (WMEA-FM)**

Section 1: Vacancy Information

	Full-time Positions Filled by Job Title	Total Interviewed	Recruitment Source of Interviewees	Recruitment Source of Hired Employee
1	Part-Time Host & Producer	6	B. Referral (1) E. MP Careers Website (2) W. Indeed, Inc. (2) GG. Live and Work in Maine (1)	E. MP Careers Website
2	Classical Music Host and Producer	7	E. MP Careers Website (1) K. Corporation for Public Broadcasting (4) M. Current – News for People in Public Media (1) XX. Other (1)	K. Corporation for Public Broadcasting

Total Number of Persons Interviewed During Applicable Period – 13

Please see Attachment 2 for additional information concerning recruitment sources used for these vacancies.

Attachment 2
EEO Public File Report
Covering the Period 12/1/24 to 11/30/25
Station(s) Comprising Station Employment Unit: **Portland (WMEA-FM)**

Section 2: Master Recruitment Source List

	Recruitment Source Information	**Total Number of Interviewees Provided by Source During This Period (if any)**	**Full-Time Positions For Which This Source Was Utilized**
A	Internal Posting / Current Employee		
B	Referral	1	1
C	Previous Applicant		
D	Former Employee		
E	Maine Public (MP) Careers Website Jaclyn Mandrake, HR Director 1450 Lisbon Street Lewiston, Maine 04240 apply@mainepublic.org (207) 330-4506 http://www.mainepublic.org/careers	3	1, 2
F	Maine Public Radio On-air Announcements of Position Openings Susan Tran, Chief Programming Officer 1450 Lisbon Street Lewiston, Maine 04240 apply@mainepublic.org comments@mainepublic.org (207) 330-4506 https://www.mainepublic.org/maine-public-radio-schedule-and-how-to-listen		

G	Asian American Journalist Association 5 3rd Street Suite 1108 San Francisco, CA 94103 support@aaja.org (202) 729-8383 https://www.aaja.org/		
H	Association of Independents in Radio 500 7th Avenue, 8th Floor New York, NY 10018, USA membership@airmedia.org ask@airmedia.org https://airmedia.org/		2
I	Bangor Daily News 1 Merchants Plaza PO Box 1329 Bangor, ME 04402 (207) 990-8000 http://jobs.bangordailynews.com/		2
J	Central Maine Community College Community Partner Jobs 1250 Turner Street Auburn, Maine 04210 (207) 755-5100 https://www.cmcc.edu/business-community/community-services/community-partner-jobs/		
K	Corporation for Public Broadcasting 401 9th Street, NW Washington, DC 20004-2129 (202) 879-9600 http://www.cpb.org/jobline	4	2
L	Craigslist 1381 9th Ave. San Francisco, CA 94122 (415) 566-6394 https://maine.craigslist.org		1

M	*Current* – News for People in Public Media PublicMediaJobs.org 6930 Carroll Ave, Suite 625 Takoma Park, MD 20912 (301) 270-7240 https://jobs.current.org/	1	2
N	Diversity Hiring Coalition (DHC) – Online Job Board & "Weekly Roundup" Email Newsletter to Members PO Box 7324 Portland, ME 04112 info@dhcmaine.com (207) 317-2445 https://dhcmaine.com/job-board/#!board/Jobs		2
O	Eastern Maine Community College 354 Hogan Road Bangor, Maine egibson@emcc.edu (207) 974-4746 https://www.emcc.edu/beyond-emcc/career-resources/		
P	Facebook (Meta) 1 Hacker Way Menlo Park, California 94025 (650) 853-1300 https://www.facebook.com/MainePublic/		
Q	Foghorn Portland 142 High Street Portland, ME 04101 foghornportland@gmail.com https://www.instagram.com/foghornportland/		1
R	Greater Public PO Box 303279 Austin, TX 78703-0055 msauceda@greaterpublic.org (800) 454-2314 https://greaterpublic.org/		2

S	Handshake P.O. Box 40770 San Francisco, CA 94140 handshake@mail.joinhandshake.com https://joinhandshake.com/careers/ https://app.joinhandshake.com/login?ref=app-domain		
T	Husson University Career Services Office 1 College Circle Bangor, Maine 04401 careersерices@husson.edu (207) 404-5618 https://www.collegecentral.com/husson/		
U	Idealist.org 389 5th Ave, 9th Floor New York, NY 10016 support@idealist.org (646) 786-6886 https://www.idealist.org/en		
V	Impact Opportunity PO Box 1268 Marblehead, MA 01945 Webmaster@ImpactOpportunity.org (781) 342-0363 https://impactopportunity.org/		
W	Indeed, Inc. 6433 Champion Grandview Way Building 1 Austin, TX 78750 https://www.indeed.com/	2	1, 2
X	Instagram 1 Hacker Way Menlo Park, California 94025 (650) 853-1300 https://www.instagram.com/mainepublic/		

Y	JobsinMaine.com Interactive Marketing Group, Inc. 304 Hancock St Ste 1B Bangor, ME, 04401-6573 john@maineguide.com (207) 990-4426 http://www.jobsinmaine.com		
Z	JobsInMA.com Alif Media llc DBA JobsInTheUS.com Westbrook, ME 04098 (877) 374-1088 https://www.jobsinma.com/		
AA	JobsInME.com Alif Media llc DBA JobsInTheUS.com Westbrook, ME 04098 jdoughtry@JobsInME.com (207) 591-1235 https://portal.jobsinme.com/		
BB	JobsInVT.com Alif Media llc DBA JobsInTheUS.com Westbrook, ME 04098 customerservice@jobsintheus.com (877) 374-1088 https://www.jobsinvt.com/		
CC	JournalismJobs.com NewRoadsMedia.com LLC 72 Plaza Dr. Berkeley, CA 94705 (510) 508-7386 https://www.journalismjobs.com/		
DD	JournalismNext.com Eric Wee, President Eric@JournalismNext.com info@journalismnext.com (703) 629-0178 https://www.journalismnext.com/index.cfm?fullsite=1		

EE	Lewiston Sun Journal 104 Park Street Lewiston, Maine, U.S. mlogan@sunjournal.com (207) 784-3555 https://www.sunjournal.com/		
FF	LinkedIn 1000 W. Maude Avenue Sunnyvale, CA 94085 https://www.linkedin.com/company/maine-public-broadcasting-network/jobs/		1
GG	Live and Work in Maine Katie Shorey, Director of Engagement Portland, Maine, 04101 info@liveandworkinmaine.com https://liveandworkinmaine.com/	1	1, 2
HH	Maine Association of Broadcasters National Alliance of State Broadcasters Associations Website 69 Sewall Street Augusta, ME 04330 (207) 623-3870 https://www.mab.org/jobs-broadcasting-maine/		1
II	Maine Association of Nonprofits Katie Manter, Membership Manager 565 Congress St., Ste 301 Portland, ME 04101 (207) 871-1885 https://www.nonprofitmaine.org/		
JJ	Maine's Job Link & Career Center 45 Oak St., Ste 3 Bangor, ME 04401-7902 bangor.careercenter@maine.gov (207) 561-4050 http://www.mainecareercenter.gov/		

KK	Maine Technology Users Group Maine Telecommunications Users Group P.O. Box 8549 Portland, ME 04104 kcarpenter@mtug.org (207) 370-5327 https://www.mtug.org/login		
LL	Mediabistro 825 Eighth Avenue, 29th Floor New York, NY 10019 (800) 205-7792 https://www.mediabistro.com/jobs/		
MM	Military Veterans in Journalism 10824 Margate Road Silver Spring, MD 20901 info@mvj.network (917) 588-4926 https://www.mvj.network/		
NN	Musical America Worldwide Career Center Jobs 14846 Gates Avenue Magnolia Springs, AL 36555 clientserv@yourmembership.com (609) 651-0874 https://jobs.musicalamerica.com		2
OO	National Association of Black Journalists 1100 Knight Hall, Suite 3100 College Park, Maryland 20742 (301) 405-0248 https://www.nabj.org/		
PP	National Association of Broadcasters 1 M Street SE, Washington, Dist. Columbia 20003 tdotson@nab.org (202) 429-5498 http://www.broadcastcareerlink.com/		

QQ	National Association of Hispanic Journalists NAHJ Career Center PO Box 117 Windsor, CA 95492 info@nahjcareers.org (626) 792 3846 https://www.nahjcareers.org/		
RR	National Educational Telecommunications Association (NETA) 939 South Stadium Road Columbia, SC 29201 netacommunications@netaonline.org (803) 799-5517 https://www.netaonline.org/careers-public-media		
SS	Native American Journalists Association Indigenous Journalists Association 395 W. Lindsey St. Norman, OK, 73019-4201 contact@naja.com https://indigenousjournalists.org/		
TT	New Hampshire Union Leader Job Board 100 William Loeb Drive Manchester, NH 03109 cdurant@unionleader.com (603) 669-1010 https://newhampshireunionleader.jobboard.io/		
UU	New Mainers Resource Center NMRC Maine 14 Locust Street Portland, ME 04103 (207) 874-8155 https://nmrcmaine.org/		
VV	NLGJA: The Association of LGBTQ+ Journalists 2120 L Street, NW Suite 850 Washington, DC 20037 info@nlgja.org (202) 588-9888 https://www.nlgja.org/		

WW	Northern Maine Community College 33 Edgemont Drive Presque Isle, ME 04769 ntrolon@nmcc.edu (207) 768-2793 https://www.collegecentral.com/nmcc/		
XX	Other/None *Interviewee did not provide specific recruitment source*	1	2
YY	Portland Press Herald - Maine Sunday Telegram 295 Gannett Drive South Portland, Maine 04106 (207) 791-6650 https://www.pressherald.com/		
ZZ	Public Media Business Association (PMBA) 2365 Harrodsburg Road, STE A325 Lexington, KY 40504 info@pmbaonline.org (240) 844-3600 https://www.pmbaonline.org/		
AAA	Public Media Content Collective PO Box 8340 Pittsburgh, PA 15218 info@pmcc.org (412) 838-2815 https://www.pmcc.org/		2
BBB	Society of Broadcast Engineers Inc. 9102 North Meridian Street, Suite 150 Indianapolis, IN 46260 (317) 846-9000 https://www.sbe.org/		
CCC	South Asian Journalists Association 2950 Broadway New York, NY 10027 communications@saja.org https://www.saja.org/		

DDD	Southern Maine Community College Career Services 2 Fort Road South Portland, ME 04106 careers@smccME.edu (207) 741-5994 https://www.smccme.edu/business-community/offer-internships-jobs/		1
EEE	TechMaine Online Associates, Inc. 3 Middle Rd. Cumberland, ME 04021 admin@onlineassociates.biz https://www.techmaine.com/technology-jobs		
FFF	University of Maine Career Center 5748 Memorial Union, Room 300 Orono, Maine 04469-5748 umainecareercenter@maine.edu (207) 581-1359 https://umaine.edu/career/		1
GGG	University of Southern Maine Job & Internship Board P.O. Box 9300 Portland, ME 04104 (800) 800-4876 https://usm.maine.edu/career-employment-hub/job-internship-board/ https://usm-maine-csm.symplicity.com/employers/app/home		1
HHH	Women in Technology 200 Little Falls Street, Suite 205 Falls Church, VA 22046 staff@womenintechnology.org (703) 349-1044 https://www.womenintechnology.org/		

Total Number of Persons Interviewed During Applicable Period - 13

Attachment 3
EEO Public File Report
Covering the Period 12/1/24 to 11/30/25
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The WMEA-FM Portland Unit is in a market with a metropolitan area population of more than 250,000 people and thus is required to complete four categories of initiatives every two years.

Section 3: Prong 3 Outreach Initiatives

Establishment of an internship program to assist students in acquiring skills needed for broadcast employment:
In 2015, Maine Public (formerly known as Maine Public Broadcasting Network or MPBN) launched a paid internship program for college or technical school students interested in careers in public media, broadcasting, and journalism. This internship program is in memory of Jim Dowe, former President and CEO of Maine Public, who had a special interest in helping young people prepare for and build careers in public broadcasting. Although we suspended our internship program in 2020 due to the pandemic, we reinstated the program for the summer of 2021, with modifications, adapted to meet the unique requirements of the pandemic. And, we are pleased to have continued the program every summer since, inspiring and developing the next generation of journalists and broadcasters, and fostering their commitment to public service. This year, 35 college and technical school students from locations across the country applied for our 2025 Dowe Public Media Internship opportunity. Through a rigorous vetting process which included a formal interview as well as an evaluation of a 1,000-word writing sample, one college student was selected and hired for the 10-week summer internship period. The internship period was May 12, 2025, through July 30, 2025, and began with an onboarding program, orientation, and organizational overview. Through a customized "survey program," the Dowe Intern learns about the different sectors of Maine Public including television production, broadcasting technology, digital and visual media, and others. This survey program also highlights the importance of Maine Public's role as a joint licensee and sole provider of statewide public broadcasting coverage, including Maine's Emergency Broadcast System. After the survey program, the Dowe Intern joined our News and Public Affairs team and focused on journalism for the duration of the internship, approximately 8 weeks. Through a combination of in-office work, job shadowing, and field assignments, the Dowe Intern built tangible reporting experience and learned first-hand how creating, communicating and curating content over multiple media platforms can help our communities by informing, engaging and connecting people across the State and beyond.

Our Dowe Intern reported to our Deputy Director for News, who supervised the Intern's daily activities and provided regular mentorship and coaching. Maine Public's Special Advisor and Digital Architect created the survey program curriculum and coordinated the Dowe Intern's schedule. The Dowe Intern collaborated with employees throughout our organization, and was mentored by professionals, managers, and leaders from a variety of departments. The Dowe Intern completed individual and team projects, visited each of our three primary studio locations (Portland, Bangor, and Lewiston), and attended events and activities throughout the State.

The Dowe Intern was actively engaged and involved in covering and supporting news stories, digital pieces, and on-air projects including:

- Invasive aquatic plant spreads to eight Maine waterways
- "A choice we should have" — Maine law lets doctors shorten Death With Dignity waiting period
- Maine State Police celebrate largest trooper graduation in 25 years
- As rents rise, lobster crews struggle to stay in Maine's fishing towns
- 'His little cocoon in the woods' — Maine man laid to rest in mushroom casket
- Officials urge Mainers to participate in Memorial Day as yearly crowds dwindle

At the conclusion of the internship, we provide an opportunity for the Dowe Intern to comment on their experiences and recommend changes to the program. This exit interview is a powerful tool that allows Maine Public to continuously improve the experience and fulfill our goal to inspire and develop the next generation of journalists and broadcasters.

For more information about this opportunity, including profiles of our interns, visit: https://www.mainepublic.org/jim-dowe-internship-fund.

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

April 21, 2025, our Morning Edition Host & Producer met with four college students from the University of Southern Maine for approximately 90 minutes. The meeting included an educational tour of our business offices and radio studios in Portland, Maine. After a tour of the area, the students and staff discussed radio studio layouts, broadcasting equipment, and software capabilities. The group also discussed ethical considerations in underwriting.

April 29, 2025, our Host & Executive Producer of Maine Calling was featured on a lecture series panel hosted by the University of Southern Maine's Osher Lifelong Learning Institute. The event included a discussion and question and answer component, with an audience of approximately 45 people attending in person, and 15 people joining on Zoom. The Host & Executive Producer shared information about Maine Calling, our signature radio call-in program which airs five days a week for 45 minutes in length. The Host & Executive Producer talked about journalism, radio and television news, and Maine Calling, our daily, live call-in radio program,

November 17, 2025, our Classical Music Manager conducted an informational interview with a young professional interested in learning more about classical public radio and the work that goes into hosting and producing classical music programs. During the 30-minute conversation, the Classical Music Manager discussed musical programing, connecting with listeners across the state, day-to-day responsibilities, career paths in music broadcasting and production, and shared advice on how to enter the field.

Training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

Our Employee Handbook includes policies on preventing discrimination and ensuring equal employment opportunities. It also states our commitment to preventing discrimination against and harassment of employees in the workplace or at any place where the employee is engaged in Maine Public activities, due to race, religion, gender, age, marital status, veteran status, national origin, physical or mental disability, sexual orientation or on the basis of any other category(ies) protected by law. All new employees, managers, and leadership team members receive the Employee Handbook, receive harassment and discrimination prevention training during their orientation, and sign an acknowledgement regarding these policies and the training.

Prior to each hiring process, the Human Resources Director meets with the hiring team to review policies, establish consistent and compliant criteria for assessing applications and candidate materials, and draft interview questions. The interview materials distributed to the hiring team include written guidelines, and a member of the Human Resources team participants on every hiring team and interview panel to guide and document the process, ensuring fair and nondiscriminatory interviews.

On April 17, 2025, we invited employees to join an educational program with Wabanaki REACH, a nonprofit organization that supports the self-determination of indigenous Wabanaki people through education, truth-telling, restorative justice, and restorative practices in Wabanaki and Maine communities. "Interacting with Wabanaki-Maine History," was a 2- hour interactive training. Facilitators helped our employees engage with the history and events that resulted in 400 years of colonization of Wabanaki people by Europeans in this territory now called the State of Maine. Training goals also included fostering cultural sensitivity, and inclusive and respectful work environments.

On June 26, 2025, our monthly staff meeting featured a training session called, “In Our Belonging Era: Essential Strategies for an Inclusive Workplace,” with a facilitator from Inspired Consulting Group. We learned about unconscious bias, concepts to foster belonging in the workplace, and strategies to enhance cultural competence and sensitivity. We discussed identity barriers and threats, best practices, real-world scenarios, and we and shared techniques for everyday actions.

During the month of October 2025, employees, managers, and leadership team members participated in the annual required training, “Preventing Harassment and Discrimination.” This year, we utilized an on-demand, online training course designed to increase awareness and knowledge of applicable laws surrounding harassment and bias prevention and how these laws impact our current job responsibilities. The training was approximately 30-45 minutes, with an additional component for supervisors, and included various scenarios and interactive exercises to help develop each person’s knowledge of acceptable and unacceptable conduct.

The Director of Human Resources, Human Resources Coordinator, and HR & Benefits Specialist attended several training sessions that focused on equal employment opportunity and preventing discrimination, including:

- February 18, 2025, “Neurodiversity & Neurodivergence,” with a focus on creating workplaces that value and appreciate all minds. This presentation summarized neurodivergent concepts, provided examples of diagnoses and behavioral traits, shared definitions, offered examples of inclusive design tools, and steps for how employers can support employees in practice and policy.

- April 8, 2025, “AI Fundamentals & Inclusive Hiring: What Every HR Leader Needs to Know.” We discussed how AI is transforming hiring and recruitment processes, and potential challenges and opportunities around its use. This session provided examples of discrimination and bias in AI-driven algorithms, dispelled some common misconceptions, and share real-world case studies on integrating AI to support nondiscriminatory and inclusive hiring practices.

- April 10, 2025, “The Stand Against Racism Conference” at the University of Southern Maine’s Lewiston campus. The conference provide participants with practical knowledge on Restorative Justice, Microaggressions, Conflict Resolution, and Mediating Uncomfortable Situations.

- June 10, 2025, “Harnessing the Power of an Age-Positive Workplace.” This session explored how employers can reduce unconscious age-bias, intentionally recruit older workers, and implement age-inclusive policies to build high-performing, multigenerational teams.

- August 12, 2025, “Bridging the Gap: Expanding Workforce Access Across Maine,” with discussions about training or reskilling programs, bias in hiring practices, and rigid job requirements that exclude nontraditional candidates.

- October 21, 2025, "One Maine: Building Inclusive Workplaces Together," an in-person conference-style event in Hallowell, Maine, bringing together employers, Human Resources professionals, and organizational leaders from across sectors to explore how we can build more inclusive workplaces by working together across industries, regions, and roles.

Additionally, Maine Public regularly uses our internal employee e-newsletter, the "Weekly Update," as a training tool for education and to prevent discrimination.

Establishment of training programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.

May 15, 2025, our Management and Leadership Teams (approx. 30 employees) attended an in-person 3-hour training workshop, "Coaching Skills for People Leaders" with our training partner, Future Ready Leadership. The session focused on helping managers and leaders develop employees through coaching. We also discussed managing versus coaching, active listening skills, and appreciative questioning. The workshop was interactive and collaborative with a mix of facilitated discussions, breakout groups, and practical tools. All managers received a "Developing Others Through Coaching Workbook.

October 9, 2025, the Maine Association of Broadcasters collaborated with the University of Maine System to provide Annual Station Training. Employees from our Technology, Radio Operations, and Master Control departments participated in this 90-minute session. The facilitator discussed: DCO Assignments; Online Public Inspection File; Quarterly Issues Reports and Report Due Dates; EAS Weekly Report and Staton Logs; EAS Handbook; EAS Monitoring; How to Retrieve with a Sage Unit; Basic Station Log; Proper Legal ID's and usage Budgetary Considerations.

On an ongoing basis, we utilize a Professional Development Request Form to evaluate training requests. Employees are encouraged to use the form to ask for approval and funds for a variety of professional development opportunities. The employee provides a summary of the opportunity, an estimated budget, and answers four questions:

1) What specific knowledge or skills will you learn?
2) How will the acquired skills or knowledge positively impact you in your current role?
3) Please describe your professional development experiences within the last two years.
4) Sharing your newly acquired knowledge is a benefit to the entire team. Upon your return, how will you synthesize and transfer your key learnings? Options include presenting at a team meeting, hosting a mini-workshop, sharing a written summary document, or creating a presentation for a staff meeting.

Maine Public utilizes this form to support training requests from employees interested in acquiring, enhancing, and refining skills that could help lead them to higher level positions. These opportunities include training for skill development, attending industry conferences, participating in individualized coaching, learning new practices in the field of journalism, and developing management and leadership skills. Additionally, Maine Public initiates training programs and facilitates partnerships with professional development specialists.

During this period, individualized training programs included the following:

- May 6, 2025, our Systems Engineer in the Technology Department was approved to attend online courses in CompTIA Linus+. Content included: System Management, Security, Scripting, Containers, Automation, and Troubleshooting. These skills are focused on supporting telephone systems and broadcast industry hardware.

- May through July, 2025, a manager participated in an individual coaching program that included five hours and four components: Topics included: Everything DiSC® Workplace® Assessment, The Energy Leadership® Index Assessment, Being a Resilient Leader, Developing Deep Listening Skills, Active Listening, Managing Types of Conflict, and Strategies for Conflict Resolution.

- LinkedIn Learning, an online educational platform that offers courses on business, technology, and creativity as well as personalized career guidance, expert-led content, and skills insights to help employees grow.