

See section I for Vacancy List

See section II for Master Recruitment Source List (MRSL) for recruitment sources data

See section III for Long-Term Recruitment Initiatives

**WAMC-FM, WAMC-AM
ALBANY, NEW YORK
FEBRUARY 1, 2019 – JANUARY 31, 2020**

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 was one mentorship pairing within the organization during the last period in the programming/production department. The pair met at least weekly to discuss their progress on goals and other topics as needed. At the end of the period, both parties evaluated the effectiveness of the mentorship program, which was deemed to be successful.

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 2019, WAMC accepted two (2) Interns in the News and Programming department, one (1) for the Digital Media Department. Each intern invested at least 145 hours working with staff on daily features. They also learned how to research and write new stories, conduct and tape interviews, tape phone feeds, use production equipment, podcasting and public relations. Interns also participated in the station Fund Drive and other activities, where they were exposed to the administration of a public radio station.

In 2019, WAMC also hosted one (1) high school senior for a two-week internship at The Linda, WAMC's performing arts venue.

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 to include the most recent state and federal anti-discrimination statutes. On November 14, 2019, an attorney presented a mandatory workshop on sexual harassment and discrimination in the workplace to all station employees. 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-time positions and most part-time positions are posted to Monster.com's Diversity Network through the *Albany Times Union* daily newspaper, enabling WAMC to reach a large community of diversity career websites and media partnerships, including indeed.com. Positions are also listed with the New York State Job Bank which includes substantial participation of women and minorities.

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

Spring Semester: News Director Ian Pickus taught *Media Law and Ethics* at the University at Albany.
Morning Anchor David Guistina taught *Broadcast Journalism* at the University at Albany.
Fall Semester: News Director Ian Pickus taught *Media Law and Ethics* at the University at Albany.

WAMC hosted two foreign researchers who study public media this year: Rafal Kus, of Poland, in April and Lenize Villaça Cardoso, M.A., Professor of Communication and Language Center Mackenzie Presbyterian University, São Paulo - SP – Brazil in November.

Ian Pickus, News Director was the keynote speaker for the College of Saint Rose induction ceremony for Society of Professional Journalists and Public Relations Student Society of America, 11/6/19. Public Relations Society of America's "Capital Region, Meet The Media" event moderator, 2/12/19 and guest speaker, University at Albany Intro to Communication course, 10/10/19.

Bureau Chief Lucas Willard was a panelist for the Public Relations Society of America "Meet the Media 2020" event 1/29/20.

WONY (Oneonta State Radio Station) toured WAMC and met with Assistant Morning Producer Jesse King on 11/13/19.

Seniors from the Emma Willard School, a private college-preparatory day and boarding high school for girls toured WAMC, with Morning Anchor David Guistina and sat in on a taping of the Media Project.

In 2019, WAMC kept up our relationship with Western New England University's radio reporting class where staff members visited and worked with the students.

Participation in job fairs by station personnel

October 2, 2019 – Job Fair at the Holiday Inn, Latham, NY, 9am-4pm (Dave Hopper, Producer and Melissa Kees, Underwriting Manager)

April 17, 2019 – Career Fair, Holiday Inn Albany, NY (Elizabeth Hill, Outreach Coordinator and Dave Hopper, Producer)

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