

**EEO PUBLIC FILE REPORT**

**FOR**

**THE WOI RADIO GROUP**

**WOI-AM**

**WOI-FM**

**EEO PUBLIC FILE REPORT  
FOR  
WOI-AM and WOI-FM  
Licensed to: Iowa State University, Ames, Iowa  
October 1, 2013 – September 30, 2014**

This report below lists all full-time vacancies filled during the reporting period.

All full-time positions are posted on the Iowa Public Radio website: <http://iowapublicradio.org/careers-ipr>.

**Mailing Address:**  
  
2022 Communications Building  
Iowa State University  
Ames, IA 50011

**Telephone Number: 515-725-1705**  
**Contact Person: Kelly Edmister**  
**E-mail Address: kedmister@iowapublicradio.org**

<b>Job Title</b>	<b>Total Interviewed</b>	<b>Interviewees Source of Referral</b>	<b>Selected Hire Source of Referral</b>	<b>Recruitment Sources Utilized, From Attachment A</b>
Executive Director	7	Corporation for Public Broadcasting (3), Friend referral (3), PRADO Listserv (1)	Friend referral	1, 2, 5 – 13, 17 – 20, 22 – 25, 27 – 39, 41, 42
Accounting Manager	2	Friend referral (1), Indeed.com (1)	Friend referral	1 – 4, 8, 13 – 15, 18, 22, 24 – 26, 35, 37, 39 – 42

**WOI-AM and WOI-FM  
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Attachment "A"**

Recruitment Sources used for Full-Time Job Openings:

1. Iowa Public Radio On-Air Announcements  
2022 Communications Bldg.  
Ames, IA 50011  
515-294-8518  
Contact: Renee Albright

**Total interviewees for reporting period: 0**

3. Current Employee Referrals  
E-mail to all staff announcing the open position and encouraging them to recruit.

**Total interviewees for reporting period: 0**

5. Cedar Rapids Gazette  
500 3<sup>rd</sup> Ave. SE  
Cedar Rapids, IA 52401  
319-398-8354  
<http://thegazette.com/>

**Total interviewees for reporting period: 0**

7. Columbia School Graduate School of Journalism  
2950 Broadway (at 116th Street)  
New York, NY 10027  
212-854-2980  
<https://journalism-columbia-csm.symplicity.com/employers/>

**Total interviewees for reporting period: 0**

9. Creighton University  
2500 California Plaza  
Omaha, NE 68178  
402-280-2722  
Contact: Linda Dunn  
<http://www.creighton.edu/careercenter/>

**Total interviewees for reporting period: 0**

2. Iowa Public Radio Website  
2111 Grand Avenue  
Suite 100  
Des Moines, IA 50312  
515-725-1707  
Contact: Matt Sieren  
[www.iowapublicradio.org](http://www.iowapublicradio.org)

**Total interviewees for reporting period: 0**

4. AIB College of Business  
2500 Fleur Drive  
Des Moines, IA 50321-1749  
515-244-4221  
[www.aib.edu](http://www.aib.edu)

**Total interviewees for reporting period: 0**

6. Central College  
812 University Street  
Pella, IA 50219-1999  
877-462-3687  
[www.central.edu](http://www.central.edu)

**Total interviewees for reporting period: 0**

8. Corporation for Public Broadcasting Website  
<http://www.cpb.org/jobline/>  
401 Ninth Street, NW  
Washington, DC 20004-2129  
202-879-9600

**Total interviewees for reporting period: 3**

10. Current Magazine  
6930 Carroll Ave., Suite 350  
Takoma Park, MD 20912  
301-270-7240, ext. 36

**Total interviewees for reporting period: 0**

11. Des Moines Business Record  
The Depot at Fourth  
100 4<sup>th</sup> St.  
Des Moines, IA 50309  
<http://businessrecord.com/>  
**Total interviewees for reporting period: 0**
12. Des Moines Register  
715 Locust  
Des Moines, IA 50309  
515-284-8486  
Contact: Sarah Holst  
**Total interviewees for reporting period: 0**
13. Drake University  
2507 University Avenue  
Des Moines, IA 50311-4505  
515-271-2011  
[www.drake.edu](http://www.drake.edu)  
**Total interviewees for reporting period: 0**
14. Dual Career Network  
616 Jefferson Building  
Iowa City, IA 52242  
319-335-3524  
Contact: Heidi McLaughlin  
**Total interviewees for reporting period: 0**
15. Filipino-American Association of Iowa  
Contact: Alma Reed  
<http://www.filamofiowa.com/index.php>  
**Total interviewees for reporting period: 0**
16. Friend referrals  
NOTE: Non-IPR recruiting source. Applicants were referred to available positions through friends that heard of the opportunity.  
**Total interviewees for reporting period: 4**
17. Grand View University  
1200 Grandview Avenue  
Des Moines, IA 50316-1529  
515-263-2800  
[www.gvc.edu](http://www.gvc.edu)  
**Total interviewees for reporting period: 0**
18. Greater Des Moines Partnership  
700 Locust Street #100  
Des Moines, IA 50309  
515-286-4950  
Contact: Mary Bontrager  
[www.desmoinesmetro.com](http://www.desmoinesmetro.com)  
**Total interviewees for reporting period: 0**
19. Greater Public (Previously Development Exchange International)  
401 North 3<sup>rd</sup> Street  
Minneapolis, MN 55401  
<http://www.deiworksite.org/>  
**Total interviewees for reporting period: 0**
20. Grinnell College  
PO Box 805  
Grinnell, IA 50112  
641-269-4000  
<http://www.grinnell.edu/>  
**Total interviewees for reporting period: 0**
21. Indeed.com  
NOTE: Non-IPR recruiting source. Company collects available jobs and posts on their site.  
**Total interviewees for reporting period: 1**
22. Iowa Broadcasters Association  
PO Box 71186  
Des Moines, IA 50325  
515-224-7237  
Contact: Sue Toma  
<http://iowabroadcasters.com/>  
**Total interviewees for reporting period: 0**

23. Iowa City Press Citizen  
123 N. Linn St.  
Iowa City, IA 52245  
<http://www.press-citizen.com/>

**Total interviewees for reporting period: 0**

25. Iowa State University Career Services  
1320 Gerdin Business Building  
Ames, IA 50011  
<https://ecms.eng.iastate.edu/employers/>

**Total interviewees for reporting period: 0**

27. NPR Jobs  
Lars Schmidt  
Senior Director, Talent Acquisition & Innovation  
202-513-2908  
[LSchmidt@npr.org](mailto:LSchmidt@npr.org)

**Total interviewees for reporting period: 0**

29. PRADO Listserv  
[www.pradoweb.org/](http://www.pradoweb.org/)  
515-725-1726  
Wendy Ridout

**Total interviewees for reporting period: 1**

31. Public Radio Program Directors (PRPD)  
38 Milford Street  
Hamilton, NY 13346  
[www.prpd.org](http://www.prpd.org)

**Total interviewees for reporting period: 0**

33. Society of Broadcast Engineers  
9102 North Meridian Street  
Suite 150  
Indianapolis, IN 46260  
317-846-9000  
[www.sbe.org](http://www.sbe.org)

**Total interviewees for reporting period: 0**

24. Iowa College Recruiting Network  
10 Merrill Park Circle, Suite B  
Grinnell, IA 50012  
515-867-6890  
Contact: Valorie Larsson  
<http://recruitiowagrads.com/>

**Total interviewees for reporting period: 0**

26. Kirkwood Community College  
6301 Kirkwood Blvd. SW  
Cedar Rapids, IA 52404  
319-398-5411  
<http://www.kirkwood.edu/>

**Total interviewees for reporting period: 0**

28. Pacific Islanders in Communications  
1221 Kapiolani Blvd. Suite 6A-4  
Honolulu, HI 96814  
800-591-0059  
Contact: Ruth Bolan  
<http://www.piccom.org/>

**Total interviewees for reporting period: 0**

30. Public Radio News Directors Inc. (PRNDI)  
PO Box 838  
Sturgis, SD 57785  
Contact: George Bodarky  
<http://prndi.org/>

**Total interviewees for reporting period: 0**

32. Simpson College  
701 North C Street  
Indianola, IA 50125  
515-961-6251  
<https://simpson-csm.symplicity.com/>

**Total interviewees for reporting period: 0**

34. Tvandradijobs.com  
<http://tvandradijobs.com/cgi-bin/classifieds/classifieds.cgi>

**Total interviewees for reporting period: 0**

35. University of Iowa Career Services  
100 Pomerantz Center, Suite C310  
Iowa City, IA 52242  
319-335-1023  
<http://uiowa-csm.symplicity.com//employers>

**Total interviewees for reporting period: 0**

37. University of Missouri, Kansas City  
Student Success Center  
5000 Holmes; Floor 2  
Kansas City, MO 64110  
816-235-1636  
<http://umkc-csm.symplicity.com/employers>

**Total interviewees for reporting period: 0**

39. University of Northern Iowa  
102 Gilchrist Hall  
Cedar Falls, IA 50614-0384  
319-273-6857  
<http://www.uni.edu/careerservices/>

**Total interviewees for reporting period: 0**

41. Vision Maker Media  
1800 N. 33 St  
Lincoln, NE 68503  
402-472-3522  
Contact: Shirley Sneve  
<http://www.nativetelecom.org/>

**Total interviewees for reporting period: 0**

43. Waterloo Cedar Falls Courier  
PO Box 540  
100E. 4<sup>th</sup> St.  
Waterloo, IA 50704  
<http://wfcourier.com/>

**Total interviewees for reporting period: 0**

36. University of Kansas Career Services  
The University of Kansas  
Lawrence, KS 66045  
(785) 864-2700  
<https://ku-csm.symplicity.com/employers>

**Total interviewees for reporting period: 0**

38. University of Nebraska – Lincoln  
230 Nebraska Union  
Lincoln, NE 68588-0451  
402-472-3145  
<http://www.unl.edu/careers/>

**Total interviewees for reporting period: 0**

40. University of Wisconsin Platteville  
Tower 610  
1 University Plaza  
Platteville, WI 53818  
608-342-1627  
<http://www.uwplatt.edu/>

Contact: Becky Troy

**Total interviewees for reporting period: 0**

42. Wartburg College  
100 Wartburg Blvd.  
Waverly, IA 50677  
319-352-8615  
<http://wartburg-csm.symplicity.com//employers>

**Total interviewees for reporting period: 0**

**Total interviewees for reporting period: 9**

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WOI has engaged in the following outreach activities as covered during the term of this report:

Type of Activity	Description
<p>(i) Job Fair Participation –</p> <p>In two years' time: Participation in at least four job fairs by station personnel who have substantial responsibility in the making of hiring decisions</p>	<p>WOI-AM/FM participated in the September 24, 2014 Iowa State University College of Humanities and Sciences and Liberal Arts and Sciences career fair, presenting professional opportunities in public radio and raising general awareness of the organization among young professionals.</p> <p>WOI-AM/FM participated in the September 25, 2014 University of Northern Iowa career fair, presenting professional opportunities in public radio and raising general awareness of the organization among young professionals.</p>
<p>(iv) Participation in community group events –</p> <p>In two years' time: Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops, and similar activities</p>	<p>On October 15, 2013, Development Specialist Britleigh Martin served as a guest speaker at an Iowa State University Communications Studies club meeting in Ames, Iowa. During her presentation, Martin discussed her position with WOI-AM/FM, how her college studies enabled her to begin work in public media, and other career opportunities in public media.</p> <p>On October 23, 2013, Administrative Services Manager Matt Sieren served as a guest panelist at a career forum sponsored by Drake University's Journalism department. During the forum, the panelists discussed their positions and careers in media and answered student questions about working in media, internship opportunities, interviewing skills, and how to develop successful careers.</p> <p>On October 31, 2013, Correspondent Rick Fredericksen served as a guest lecturer for a Drake University Journalism class. During the lecture, Fredericksen discussed news, story preparation, sound techniques, and his career in media.</p>

<p>(iv) Participation in community group events (Continued) –</p> <p>In two years' time: Participation in at least four events sponsored by organizations representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops, and similar activities</p>	<p>On December 11, 2013, Director of Finance &amp; Administration Kelly Edmister served as a guest presenter for a University of Iowa Business Communications and Protocol course. During the course of the presentation she interacted with students, assisting them and providing feedback around composing professional emails, conducting interviews, formatting slideshows, and giving formal introductions.</p> <p>On February 10, 2014, Correspondent Rob Dillard served as a presenter to a group of twenty-five journalists from Africa and the Middle East. During the conversation, he spoke about radio reporting and how WOI-AM/FM makes its reporting decisions.</p>
<p>(v) Internship Program –</p> <p>In two years' time: Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment</p>	<p>WOI continued its internship program, offering opportunities in the following departments: traffic, operations, and news reporting.</p> <p>To share one success story, in the Operations department a student was given the opportunity to provide support to the daily preparation of all on-air sound. This included ingesting audio from local and national (satellite) sources, editing it as necessary to fit time parameters, packaging it with Traffic spots, and sending it to the transmitters for broadcast.</p> <p>In the past year 15 students participated in the internship program.</p>

*NOTE: The station employment unit is located in a market with a population of fewer than 250,000, and therefore is required to complete two long-term outreach activities every two years.*