

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, 2016 - JANUARY 31, 2017

### 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 were five mentorship pairings throughout the organization during the last period. Each 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 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](http://wamc.org).

WAMC can accommodate approximately 6-10 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 2016, WAMC accepted three Interns in the News and Programming department. Each intern invested at least 145 hours working with Newsroom staff on daily features. They also learned how to research and write new stories, conduct and tape interviews, tape phone feeds, and learned to use production equipment. Interns also participated in the station's Fund Drives and other activities, where they were exposed to the administration of a public radio station.

## 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. WAMC's personnel manual and station policies were fully reviewed by an attorney and updated to include the most recent state and federal anti-discrimination statutes. The revised 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.

### Ongoing

All full-time positions and many part-time positions are posted to monster.com's Diversity Network through the *Albany Times Union* newspaper, enabling WAMC to reach a large community of diversity career websites and media partnerships, including indeed.com.

All positions are listed with the New York State Job Bank which includes substantial participation of women and minorities.

## Participation in Job Fairs by Station Personnel

### February 18, 2016

Outreach Director Katie Britton and Unit Head Ashleigh Kinsey attended a Career/Internship Job Fair at the University at Albany.

### March 15, 2016

Outreach Director Katie Britton and Unit Head Ashleigh Kinsey attended a Career/Internship Job Fair at Siena College.

## Participation in Events or Programs Sponsored by Educational Institutions Relating to Career Opportunities in Broadcasting

### January 28, 2016

News Director Ian Pickus worked with broadcast journalism students at Western New England University as part of the college's radio reporting partnership with WAMC.

### SPRING SEMESTER:

Vice President Joe Donahue taught COM 318 - Radio Production at the College of St. Rose.

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:

Vice President Joe Donahue taught COM 225 - Interviewing at the College of St. Rose.

Vice President Joe Donahue taught COM 318 - Radio Production at the College of St. Rose.

News Director Ian Pickus taught Reporting on Sports at the University at Albany.  
Morning Anchor David Guistina taught Broadcast Journalism at the University at Albany.

### Participation in General Outreach Efforts

February 8, 2016

President and CEO Alan Chartock interviewed US Attorney Preet Bharara of New York's Southern District before a live audience in Albany, NY.

July 8, 2016

President and CEO Alan Chartock and Vice President Joe Donahue hosted a live "Roundtable on the Road" at Tanglewood in Lenox, MA.

July 20, 2016

President and CEO Alan Chartock and Vice President Joe Donahue hosted a live political "Roundtable Panel" before a studio audience in Albany, NY.

July 20, 2016

WAMC volunteers and staff hosted WAMC Night at Saratoga Performing Arts Center with the New York City Ballet in Saratoga Springs, NY.

July 21, 2016

President and CEO Alan Chartock and Vice President Joe Donahue hosted a live "Roundtable on the Road" at Saratoga Performing Arts Center in Saratoga Springs, NY

July 29, 2016

President and CEO Alan Chartock and Vice President Joe Donahue hosted a live "Roundtable on the Road" at Tanglewood in Lenox, MA.

August 3, 2016

WAMC volunteers and staff hosted WAMC Night at Saratoga Performing Arts Center with the Philadelphia Orchestra in Saratoga Springs, NY.

September 15, 2016

WAMC volunteers and staff hosted Faso/Teachout for the 19th Congressional district debate at The Linda, Albany, NY.

November 9, 2016

President and CEO Alan Chartock and Vice President Joe Donahue hosted a live political "Roundtable Panel" before a studio audience in Albany, NY.

November 11, 2016

Alan Chartock, Joe Donahue and WAMC staff host "In Conversation with Andy Borowitz" at The Bardavon in Poughkeepsie, NY.

November 18, 2016

WAMC staff and volunteers host a Capitol Steps performance at The Egg in Albany, NY.

