

# ANNUAL EEO PUBLIC FILE REPORT

## Delaware First Media

Station(s): WDDE 91.1FM  
Community(ies) of License: Dover, DE  
Reporting Period: April 2014 – March 2015  
No. of Full-time Employees: 9  
Small Market Exemption: Yes

During the Reporting Period, a total of 2 full time positions were filled.

### INITIATIVES

*Participated in at least 4 **job fairs** by station personnel who have substantial responsibility in making hiring decisions.* No. 4/17/14 – DSU Mass Com Career Fair  
2/26/15 – UD Spring Career Fair

*Hosted at least one **job fair**.* No.

*Co-sponsored at least one **job fair** with organizations in the business and professional community whose membership includes substantial participation by women and minorities.* No.

*Participated in at least 4 **events** sponsored by **organizations** representing groups present in the community interested in broadcast employment issues, including conventions, career days, workshops, and similar activities.* No.

*Established an **internship** program designed to assist members of the community to acquire skills needed for broadcast employment.* Yes. See page 3.

*Participated in **job banks, internet programs, and other programs** designed to promote outreach* No.

*generally (i.e., that are not primarily directed to providing notification of specific job vacancies).*

*Participated in **scholarship** programs designed to assist students interested in pursuing a career in broadcasting.* No.

*Established **training** programs designed to enable station personnel to acquire skills that could qualify them for higher level positions.* No.

*Established a **mentoring** program for station personnel.* No.

*Participated in at least 4 **events** or **programs** sponsored by **educational** institutions relating to career opportunities in broadcasting.* No.

*Sponsored at least 2 **events** in the **community** designed to inform and educate the public as to employment opportunities in broadcasting.* No.

***Listed** each **upper-level** category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities.* Yes.

*Provided **assistance** to unaffiliated non-profit entities in **maintaining web sites** that provide counseling on the process of searching for broadcast employment and/or other career development assistance pertinent to broadcasting* No.

*Provided **training** to **management level personnel** on methods of ensuring equal employment opportunity and prevent discrimination.* No.

*Provided **training** to personnel of unaffiliated non-profit organizations interested in broadcast employment* No.

*opportunities that would enable them to better refer job candidates for broadcast positions.*

*Participated in **other** activities designed by the station employment unit reasonably calculated to further the goal of disseminating information as to employment opportunities in broadcasting to job candidates who might otherwise be unaware of such opportunities.* Yes.

Delaware First Media hosted 8 interns during this period – 7 from Delaware State University, and 1 from the University of Delaware. The intern involvement in operations included:

1. Assist reporters/producers gather news in the field.
2. Assist reporters/producers in setting up newsmaker interviews.
3. Transcribe and log interviews for reporter/producer use in feature stories.
4. Spot-check website for errors, dead links and other issues.
5. Help update news story log and story files.
6. Occasionally write news copy for air.

Also, all public events that Delaware First Media attended we communicated with participants about job openings and how to attain information. Events included:

1. Dover Days (May 2-4, 2014)
2. Boast the Coast (October 4, 2014)
3. Coast Day (October 5, 2014)
4. Board Diversity Expo (March 9, 2015).

LIST OF POSITIONS FILLED

DATE OF HIRE	JOB TITLE	RECRUITMENT SOURCE REFERRING HIREE
9/24/14	Youth Media Proucer & General Assignment Reporter	CPB Jobline
9/29/14	Science & General Assignment Reporter	CPB Jobline

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INTERVIEWEE REFERRAL SOURCE SUMMARY

Total Number of Persons Interviewed during the Reporting Period:

Recruitment Sources Used in Reporting Period	Number of Persons Interviewed that the Source Referred
CPB Jobline	6
Current Magazine	2
NABJ	4
WDDE Website	2

RECRUITING SOURCES USED

Job Title of Position: Youth Media Producer & General Assignment Reporter      Date of Hire: 9/24/14

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Current	N	<a href="http://www.current.org">www.current.org</a>		(877) 745-8776 unwin@current.org
WDDE Online	N	www.wdde.org	Casey Houtz	(302) 857-7096, jobs@wdde.org
CPB Jobline	N	www.cpb.org/jobline	Carole Mah	(202) 879-9600
NABJ	N	www.nabj.org		(301) 405-0248 lschmidt@npr.org

- Indicate “Y” (yes) or “N” (no) if the organization requested that the station provide it with notice of all job vacancies.

## RECRUITING SOURCES USED

Job Title of Position: Science & General Assignment Reporter

Date of Hire: 9/29/14

REFERRAL SOURCE	*	ADDRESS OF SOURCE	CONTACT PERSON AT SOURCE	TEL. NO. AND E-MAIL ADDRESS OF SOURCE
Current	N	<a href="http://www.current.org">www.current.org</a>		(877) 745-8776 unwin@current.org
WDDE Online	N	www.wdde.org	Casey Houtz	(302) 857-7096, jobs@wdde.org
CPB Jobline	N	www.cpb.org/jobline	Carole Mah	(202) 879-9600
NABJ	N	www.nabj.org		(301) 405-0248 lschmidt@npr.org

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