



**WUPW**  
**EEO PUBLIC FILE REPORT**

June 1, 2022 - May 31, 2023

**II. MASTER LIST OF RECRUITMENT SOURCES**

\*Sources with an asterisk (\*) denote organizations that requested notification of job vacancies

<u>*Source Number</u>	<u>Organization</u>	<u>Contact Person</u>	<u>Mailing/Email Address</u>	<u>Website</u>	<u>Phone Number</u>	<u>Number of Interviews</u>
<b>Letters</b>						
1	Central State University	Career Services Center	P.O. Box 1004 Wilberforce, OH 45384		937-376-6011	
*2	City of Toledo Human Resources Dept.		1 Government Cntr. Suite 1920 Toledo, OH 43604		419-245-1500	
*3	IBEW Local 245	Mr. Larry Tscherne	705 Lime City Road Rossford, OH 43460		419-666-3350	
*4	James C. Caldwell Community Center	Mr. James Caldwell	3201 Stickney Ave. Toledo, OH 43608		419-729-4654	
*5	Jerusalem Baptist Church	Rev. H.M. Crenshaw	445 Dorr Street Toledo, OH 43603		419-246-2139	
*6	Lucas County Department of Planning & Development/The Source	Mr. Lewis Huerta	1 Government Center 8th Floor Toledo, Oh 43604		419-213-3300	
7	Manpower	Ms. Patty Bernal	316 W. Dussel Drive Maumee, OH 43537		419-893-4413	
*8	Pathway	Ms. Tarvis Parks	505 Hamilton St. Toledo, OH 43602		419-242-7304	
*9	State of Michigan Workforce Development Agency	Mr. Michael G. Albig, JR.	1040 S. Winter Street Suite 1014 Adrian, MI 49221		517-266-5600	
*10	St. Paul AME Zion Church	Rev. Claude Christopher	946 Belmont Ave. Toledo, OH 43607		419-243-1066	
11	Terra State Community College	Ms. Joan Gamble Ms. Carol	2830 Napoleon Road Fremont, OH 43420		419-334-8400	
12	Tiffin University	McDannell	155 Miami Street Tiffin, OH 44883		419-447-6442	
<b>Emails</b>						
*13	Bluffton College	Ms. Jacqui Singer	1 University Dr. Bluffton, OH 45817 career@bluffton.edu		419-358-3030	
*14	Defiance College	Ms. Laura Hartpence	701 N. Clinton Defiance, OH 43512 tamey@defiance.edu		419-783-2349	
15	Native American Journalist Assoc.	Rebecca Landsbury	rebecca@landsbury@naia.com http://naia.org			
16	Northwest State Community College	Ms. Kristan Clady	22600 St. Rt. 34 Archbold, OH 43502 mjacobs@northweststate.edu		419-267-5511	
17	Ohio Media School		5330 East Main St., Columbus, OH 43213 jdixon@beonair.com; manderson@beonair.com		614-655-5250	
18	Specs Howard School of Broadcast	Mr. Kevin Scollin	19900 West Nine Mile Road Southfield, MI 48075 bcarey@specshoward.edu		248-358-9000	
<b>Websites</b>						
*19	Adrian College	Career Services Center	110 S. Madison St. Adrian, MI 49221	<a href="https://handshake.com">Handshake.com</a>	517-265-5161	
20	Asian American Journalist Assoc.			<a href="https://jobs.aaia.org">https://jobs.aaia.org</a>		
*21	Bowling Green State University	Career Center	318C Math Sciences Building Bowling Green, OH 43403	<a href="https://bgsu-csm.symplicity.com/employers">https://bgsu-csm.symplicity.com/employers</a>	419-372-2356	5
22	Central Michigan University	Career Services Center		<a href="https://handshake.com">Handshake.com</a>		
23	University of Detroit Mercy	Career Education Center	McNichols Road Detroit, MI 48221	<a href="https://mvinterface.com/udmercy">https://mvinterface.com/udmercy</a>	313-993-1017	
24	Eastern Michigan University	Career Services Center		<a href="https://handshake.com">Handshake.com</a>		

25	University of Findlay	Career Services Center	1000 N. Main Street Findlay, OH 45840	<a href="https://app.purplebriefcase.com">https://app.purplebriefcase.com</a>	419-422-8313	
26	Heidelberg University		310 E. Market St. Tiffin, OH 44883	<a href="http://www.collegecentral.com/heidelberg">http://www.collegecentral.com/heidelberg</a>	419-448-2330	
27	Lourdes University	Ms. Kay Bishop	6832 Convent Blvd. Sylvania, OH 43560	<a href="http://www.collegecentral.com/lourdes">http://www.collegecentral.com/lourdes</a>	419-824-3704	
28	Miami University	Dr. Bruce Drushel	501 W. High Street Oxford, OH 45056	<a href="Handshake.com">Handshake.com</a>	513-529-1809	
29	University of Michigan	Career Services Center		<a href="Handshake.com">Handshake.com</a>		
30	Monroe County Community College	Mr. Barry Kinsey	1555 South Raisinville Rd. Monroe, MI 48161	<a href="http://www.collegecentral.com/monroeccc">http://www.collegecentral.com/monroeccc</a>	734-242-7300	
31	National Association of Hispanic Journalists			<a href="http://nahjcareercenter.com">http://nahjcareercenter.com</a>		
32	Ohio Northern University	Ms. Priscilla West	525 S. Main St. Ada, OH 45810	<a href="http://onu-csm.symplcity.com/employers">http://onu-csm.symplcity.com/employers</a>	419-772-2000	
33	The Ohio State University	OSU Alumni Consortium	2200 Olentangy River Rd. Columbus, OH 43210	<a href="https://mwinterfase.com/osualumiconsortium">https://mwinterfase.com/osualumiconsortium</a>	614-292-2200	
34	Ohio University	Mr. Thomas Korvas	185 Lindsey Hall Athens, OH 45701	<a href="https://ohio-csm.symplcity.com/employers/index.php?#home">https://ohio-csm.symplcity.com/employers/index.php?#home</a>	740-593-2909	
35	Owens Community College	Ms. Gentry Dixon	P.O.Box 10,000 Oregon Rd. Toledo, OH 43699	<a href="http://collegecentral.com/owens">http://collegecentral.com/owens</a>	567-661-7000	
36	University of Toledo	Career Services Center	Student Union 1532 MS112 2801 West Bancroft St. Toledo, OH 43606	<a href="https://utoledo-csm.symplcity.com">https://utoledo-csm.symplcity.com</a>	419-530-1327	
37	Wayne State University	Ms. Arlene Pringle	1001 Faculty Adm. Bldg. 656 W. Kirby Street Detroit, MI 48202	<a href="Handshake.com">Handshake.com</a>	313-577-4781	
38	Western Michigan University	Career Services Center		<a href="Handshake.com">Handshake.com</a>		
<b>ADDITIONAL SOURCES</b>						
39	Ohio Association of Broadcasters	Katie Lovell	post on site	<a href="http://oab.org/job-board">http://oab.org/job-board</a>		
40	Raycom Media Website	Donna Tadlock		<a href="http://www.raycommedia.com">www.raycommedia.com</a>	334-206-1417	
41	WTOL.com	Kate Albright		<a href="http://www.wtol.com">www.wtol.com</a>	419-248-1121	
42	tvjobs.com	Mark Holloway	usually pulls from our site - can post	<a href="http://www.tvjobs.com">http://www.tvjobs.com</a>		
43	Television Bureau of Advertising		pulls from our site- print posting	<a href="http://postjobs.tvb.org">http://postjobs.tvb.org</a>		
44	Internship Program					1
45	LinkedIn					
46	Indeed					73
47	Raycom Recruiter	Ty Carver				
48	Current/Former Employee Referral					
49	Monster.com					
50	News Blues					

Total Interviews: 79

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## EEO PUBLIC FILE REPORT

June 1, 2022 – May 31, 2023

### **III. SUPPLEMENTAL OUTREACH INITIATIVES**

#### **DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES**

**Complete this form for every event or program established by, sponsored by, or participated in by the Station Employment Unit as part of the supplemental outreach initiatives elected.**

Date(s) of Initiative Event(s): On going

Describe Nature of Initiative:

Job postings for open positions on Native American Journalist Association; National Association of Hispanic Journalists, Asian American Journalist Association, and Equality Toledo.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

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

Names of Station Personnel involved in Initiative:

Jeff Westfall – Sales Director  
Patrick Donnelly – VP/General Manager of WUPW

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#### DESCRIPTION OF SUPPLEMENTAL OUTREACH INITIATIVES

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Date(s) of Initiative Event(s): On going

Describe Nature of Initiative:

Participate in other activities other than listed to further the goal of disseminating information about employment opportunities.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

During the year we broadcast on-air announcements on WUPW encouraging viewers to apply to our current employment opportunities and information on becoming one of the local companies that would like to post our positions for local, diversified recruitment. Spots aired 2 times a week on WUPW.

Here is the verbiage: WUPW is committed to a broad applicant recruiting outreach program, in our continued efforts to represent our diverse community. We encourage qualified community organizations to contact us to become part of our full-time job opportunity notification mailing list. If your organization distributes job information or can provide referrals as part of your regular activity, we would like to hear from you. Send your request to: WUPW General Manager at this address. WUPW General Manager, 730 North Summit Street, Toledo, OH 43604

Names of Station Personnel involved in Initiative:

Patrick Donnelly- VP/General Manager of WUPW

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Date(s) of Initiative Event(s): August 11, 2022

Describe Nature of Initiative:

#### OAB TRAINING

This course focuses on the roles of leaders, managers and supervisors in building and maintaining work environments that are inclusive and strive to focus on sourcing, recruiting, hiring, and promoting candidates in underrepresented groups. During this course, participants will identify sources of inclusion for hiring retaining and developing diverse talent and explore the effectiveness of inclusion initiatives by focusing on the following:

- Developing equity in recruitment, interviewing, and hiring.
- Internal preparedness (retention) – demonstrating and organizational commitment to diversity through offering and environment that celebrates diversity and embraces inclusion.
- Developing and promoting diverse talent

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

OAB sponsored, facilitated by Sharon Fitzpatrick, President of The Fitzpatrick Group

Names of Station Personnel involved in Initiative:

Patrick Donnelly – Vice President and General Manager  
Shana Marshall – Programming and Research Manager  
Tracey Riley – Digital Sales Manager  
Jeff Westfall – Sales Director

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Date(s) of Initiative Event(s): 10/06/2022

Describe Nature of Initiative:

#### BGSU CAREER FAIR

The Career Center is excited to announce the **Fall EXPO Job & Internship Fair!** *The Fall EXPO will provide options for employers and candidates to engage with each other regarding experiential learning and full-time employment opportunities.*

**This 2-day event allows employers to engage with candidates in-person, virtually, or both!**

***Employers may choose from one of the following options - employers need to register by September 29th:***

#### **In-Person/Virtual Hybrid:**

**Thursday, October 6, 2022 from 1:00 PM-5:00 PM**

*Location: Bowen-Thompson Student Union/BGSU*

**Friday, October 7, 2022 from 10:00 AM-2:00 PM**

*Virtual - hosted via Handshake*

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

BGSU – Recruiting for MSC and SM positions

Names of Station Personnel involved in Initiative:

Patrick Donnelly – VP and General Manager

Jeff Westfall – Sales Director

Shana Marshall – Research and Programming Manager

Tracey Riley – Digital Sales Manager

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Date(s) of Initiative Event(s): 10/26/22

Describe Nature of Initiative:

SIENNA HEIGHTS UNIVERSITY

Each representative will be able to schedule the following during each virtual career fair:

- **Five 30-minute group meetings** that accommodate up to 50 students each. Multiple recruiters can attend, talk with students, and share their screen.
- **10-minute 1:1 meetings with students** hosted by up to 15 recruiters. Each recruiter can set their own schedule and choose qualifications students must meet to attend.

Representatives will be able to see profiles and public resumes, as well as message the students they engage at the fair, making it easy to prepare for and follow up on all of their sessions.

Students and representatives will have access to **video, audio, and text-based chat** during these meetings, enabling the personal connection of in-person fairs in a virtual, accessible setting.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Virtual Job Fair/Internship Fair – Sienna Heights University

Names of Station Personnel involved in Initiative:

Shana Marshall – Programming and Research Manager



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Complete this form for every event or program established by, sponsored by, or participated in by the Station Employment Unit as part of the supplemental outreach initiatives elected.

Date(s) of Initiative Event(s): November 15, 2022

Describe Nature of Initiative:

#### OAB TRAINING

OAB Fall Diversity Dialogue Series #2 “Championing Diversity, Equity, and Inclusion through Trust-Based Leadership.

This is an opportunity for you to have a voice in sharing your perspectives, experiences, and expectations in today’s diverse environment. In preparation for your participation on Nov. 15<sup>th</sup>, we are providing you with the questions that we will be discussing during the session. In addition, to ensure that this is a meaningful experience for everyone, we are requesting the following:

1. Participate verbally and in the CHAT – everyone will benefit from you being part of the session.
2. Speak from your own experience, observations, and knowledge.
3. Give space for everyone to express their thoughts, feelings, and perceptions.
4. Be intentional, by using respectful language and listening to others.

Describe Scope of Broadcasters’ Participation (including names of any other sponsoring or participating organizations):

The Fitzpatrick Group

Names of Station Personnel involved in Initiative:

Patrick Donnelly – Vice President and General Manager

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Date(s) of Initiative Event(s): 02/8-9/2023

Describe Nature of Initiative:

#### BGSU CAREER FAIR

The Career Center is excited to announce the **Spring EXPO Job & Internship Fair!** *The Spring EXPO will provide options for employers and candidates to engage with each other regarding experiential learning and full-time employment opportunities.*

**This 2-day event allows employers to engage with candidates in-person, virtually, or both!**

***Employers may choose from one of the following options - employers need to register by February 3, 2023:***

**Hybrid Option: In-Person/Virtual:**

**Wednesday, February 8, 2023 from 10:00 AM-3:00 PM**

*Location: Bowen-Thompson Student Union/BGSU*

**Thursday, February 9, 2023 from 10:00 AM-2:00 PM**

*Virtual - hosted via Handshake*

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

BGSU – Recruiting for MSC and SM positions

Names of Station Personnel involved in Initiative:

Patrick Donnelly – VP and General Manager

Jeff Westfall – Sales Director

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Tracey Riley – Digital Sales Manager

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Date(s) of Initiative Event(s): 03/22/2023

Describe Nature of Initiative:

LOURDES UNIVERSITY

#### Career Fair Description

Advertise and Brand YOUR Company at Lourdes University!

Lourdes University offers 34 academic programs, including bachelor, master, and doctoral degrees.

Areas of degree programs include pre-professional programs, nursing, education, accounting, business administration, healthcare administration, human resource management, marketing, sports administration and leadership studies, social sciences (social work, sociology, and psychology), sciences (biology, chemistry, and public health), craft beverages, criminal justice, English, digital and media arts, and history.

Describe Scope of Broadcasters' Participation (including names of any other sponsoring or participating organizations):

Recruiting for open MSC positions and Internships

Names of Station Personnel involved in Initiative:

Patrick Donnelly – Vice president and General Manager

Jeff Westfall – Sales Director

Shana Marshall – Research and Programming Manager

Tracey Riley – Digital Sales Manager