

## EEO PUBLIC FILE REPORT FOR WJLA/NEWSCHANNEL 8, ARLINGTON, VIRGINIA

**This EEO Public File Report covers the period May 23, 2008 through May 22, 2009**

This EEO Public File Report is filed in Station WJLA/NewsChannel 8's public inspection file pursuant to Section 73.2080(c)(6) of the Federal Communications Commission's ("FCC") rules.

During the period May 23, 2008 through May 22, 2009, the Station filled forty-four (44) full-time vacancies. Total Vacancies – forty-four (44); total Interviewees – one hundred-ninety-three (193).

**ATTACHMENT A** contains the following information for each such vacancy: totals by recruitment source – one hundred-ninety-three (193).

- Job Title
- The recruitment sources used to fill the vacancies, identified by name, address, contact person, and telephone number with a separate identification for organizations, if any, which requested notification;
- The recruitment source that referred the hiree for the full-time vacancy;
- The total number of persons interviewed for the full-time vacancy; and
- The total number of interviewees referred by each recruitment source used in connection with the vacancy.

### **Interviewee Referrals by Recruitment Sources Totals**

WJLA/NewsChannel 8 Internal Posting	12
WJLA/NewsChannel 8 Web Page/Internet	89
WJLA/NewsChannel 8 Employee	41
Advertisement	13
External Affiliation	14
Employment/Recruitment Agency	21
Job Fair	2
College Career Center	1

**ATTACHMENT B** contains a list and brief description of outreach activities undertaken pursuant to the FCC's EEO rules during the time period covered by this report.

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:** Account Executive

**DATE FILLED:** 5/27/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 – May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy: External Affiliation

Total number of persons interviewed for this full-time vacancy: 14

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	2
External Affiliation	2
WJLA/NewsChannel 8 Web Page/Internet	9
Employment/Recruitment Agency	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Account Executive

**DATE FILLED:**    6/02/2008

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*Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 – May 22, 2009: None*

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

<i>Name</i>	<i>Address</i>	<i>Contact Person</i>	<i>Phone Number</i>
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:      Employment/Recruitment Agency

Total number of persons interviewed for this full-time vacancy:      8

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
Advertisement	2
WJLA/NewsChannel 8 Web Page/Internet	3
Employment/Recruitment Agency	3

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**         Writer/Producer

**DATE FILLED:**     6/02/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 – May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:     WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:         8

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	3
WJLA/NewsChannel 8 Web Page/Internet	3
WJLA/NewsChannel 8 Internal Posting	1
Job Fair	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Community Reporter

**DATE FILLED:**    6/09/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 – May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	2
WJLA/NewsChannel 8 Internal Posting	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Web Producer

**DATE FILLED:**    6/09/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        9

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	9

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Community Reporter

**DATE FILLED:**    6/16/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 – May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

<i>Name</i>	<i>Address</i>	<i>Contact Person</i>	<i>Phone Number</i>
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Writer/Producer

**DATE FILLED:**    6/16/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008– May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    College Career Center

Total number of persons interviewed for this full-time vacancy:        8

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	2
Job Fair	1
WJLA/NewsChannel 8 Employee	3
WJLA/NewsChannel 8 Internal Posting	1
College Career Center	1



**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Account Executive

**DATE FILLED:**    6/30/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:      Employment/Recruitment Agency

Total number of persons interviewed for this full-time vacancy:      5

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	2
Employment/Recruitment Agency	2
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Community Reporter

**DATE FILLED:**    07/07/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:    2

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Internal Posting	1
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**         Satellite Coordinator

**DATE FILLED:**     7/08/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 – May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:     WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:     5

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	5

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**         Photographer/Editor

**DATE FILLED:**     07/14/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:     WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:     2

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	2

ATTACHMENT A

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Photographer/Editor

**DATE FILLED:**    07/23/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Producer

**DATE FILLED:**    7/28/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        7

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	3
WJLA/NewsChannel 8 Employee	4

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Account Executive

**DATE FILLED:**    08/11/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    Employment/Recruitment Agency

Total number of persons interviewed for this full-time vacancy:    6

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
Advertisement	4
WJLA/NewsChannel 8 Employee	1
Employment/Recruitment Agency	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Photographer/Editor

**DATE FILLED:**    08/13/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Account Executive

**DATE FILLED:**    08/18/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    External Affiliation

Total number of persons interviewed for this full-time vacancy:        18

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	6
External Affiliation	7
Employment/Recruitment Agency	2
WJLA/NewsChannel 8 Employee	3

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Account Executive

**DATE FILLED:**    08/27/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    Advertisement

Total number of persons interviewed for this full-time vacancy:        7

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
Advertisement	5
WJLA/NewsChannel 8 Employee	1
Employment/Recruitment Agency	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Reporter

**DATE FILLED:**    08/31/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    External Affiliation

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
External Affiliation	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**            Writer/Producer

**DATE FILLED:**        09/08/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    Internal Posting

Total number of persons interviewed for this full-time vacancy:    1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Internal Posting	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Writer/Producer

**DATE FILLED:**    09/15/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	1
WJLA/NewsChannel 8 Internal Posting	1
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Accounts Payable Clerk

**DATE FILLED:**    09/22/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    Employment/Recruitment Agency

Total number of persons interviewed for this full-time vacancy:    5

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
Advertisement	2
Employment/Recruitment Agency	2
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Production Editor

**DATE FILLED:**    09/22/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:    1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Web Producer

**DATE FILLED:**    09/26/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:    5

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	5

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**            Writer/Producer

**DATE FILLED:**        10/27/2008



Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    Internal Posting

Total number of persons interviewed for this full-time vacancy:        8

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	6
WJLA/NewsChannel 8 Internal Posting	1
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Account Executive

**DATE FILLED:**    10/31/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        5

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1
Employment/Recruitment Agency	4

ATTACHMENT A

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Web Producer

**DATE FILLED:**    11/03/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA-TV/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        9

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	9

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Producer

**DATE FILLED:**    11/03/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        2

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	1
WJLA/NewsChannel 8 Internal Posting	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**         **Sales Assistant**

**DATE FILLED:**     **11/10/2008**

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:     WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:     3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	2
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Producer

**DATE FILLED:**    11/10/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:    4

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	4

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Producer

**DATE FILLED:**    11/24/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1
WJLA/NewsChannel 8 Internal Posting	1
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        News Director

**DATE FILLED:**    11/30/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Weathercaster

**DATE FILLED:**    12/01/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Animator/Designer

**DATE FILLED:**    12/08/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**         Producer

**DATE FILLED:**     12/12/2008

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Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:     WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:     3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	2
WJLA/NewsChannel Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Community Reporter

**DATE FILLED:**    12/15/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    External Affiliation

Total number of persons interviewed for this full-time vacancy:        3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Web Page/Internet	1
WJLA/NewsChannel 8 Employee	1
External Affiliation	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Research Manager

**DATE FILLED:**    12/17/2008

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    External Affiliation

Total number of persons interviewed for this full-time vacancy:        2

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
External Affiliation	1
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Promotion Writer/Producer

**DATE FILLED:**    01/05/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**         Writer/Producer

**DATE FILLED:**     01/19/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:     Internal Posting

Total number of persons interviewed for this full-time vacancy:     3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Internal Posting	2
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Producer

**DATE FILLED:**    01/28/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        3

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	2
WJLA/NewsChannel 8 Web Page/Internet	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:** Account Executive

**DATE FILLED:** 03/30/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy: WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy: 7

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	4
Employment/Recruitment Agency	3

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Writer/Producer

**DATE FILLED:**    4/15/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8 Employee

Total number of persons interviewed for this full-time vacancy:        5

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
External Affiliation	2
WJLA/NewsChannel 8 Employee	3

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:** Associate Producer

**DATE FILLED:** 5/08/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy: Internal Posting

Total number of persons interviewed for this full-time vacancy: 1

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Internal Posting	1

**ATTACHMENT A**

**JOB VACANCY SUMMARY FORM**

**JOB TITLE:**        Sales Assistant

**DATE FILLED:**    5/11/2009

---

Organizations that specifically requested notification of WJLA/NewsChannel 8 job vacancies between May 23, 2008 to May 22, 2009: None

**RECRUITMENT SOURCES USED TO FILL VACANCY:**

Name	Address	Contact Person	Phone Number
1. See Recruitment Source List			

Recruitment Source that referred hiree for this full-time vacancy:    WJLA/NC8  
Web Page/Internet

Total number of persons interviewed for this full-time vacancy:        4

**TOTAL NUMBER OF INTERVIEWEES REFERRED BY EACH RECRUITMENT SOURCE USED IN CONNECTION WITH THIS FULL-TIME VACANCY:**

<i>Referral Source(s)</i>	<i>Number of Interviewees</i>
WJLA/NewsChannel 8 Employee	1
WJLA/NewsChannel 8 Web Page/Internet	3

## **Attachment B**

### **Supplemental Initiatives: 5/2008-5/2009**

#### **Initiative: WJLA-TV/News Channel8 INTERNSHIP PROGRAM**

During the period of 2008-2009, WJLA-TV/NewsChannel8 maintained our internship programs as part of our commitment to community service and educational enrichment. WJLA-TV/NewsChannel8 offers a highly-sought after internship program aimed at providing a springboard for students interested in developing careers in broadcast and/or cable television. These internships offer the opportunity of on the job training to selected participants currently enrolled in institutions of higher learning. Student-Interns stand to gain practical work experience in all phases of a major market television station's day to day operations as a supplement to their academic curriculum. WJLA-TV/NewsChannel8 has established internships in the following areas: Commercial Production, News, News-Meteorology, Production, Promotion & Graphic Arts, Sales and Marketing, with Students from the United States and Internationally.

#### **Summer 2008 Internship:**

- Dickinson State College
- Wake Forest University
- University of Southern California
- University of Notre Dame
- Duke University
- West Virginia University
- Penn State University
- University of Maryland 3
- Howard University 2
- George Washington University
- University of Alabama
- Syracuse University
- Boston University
- Hampton University
- American University

#### **Fall/Winter 2008 Internship:**

- Auburn University
- University of Maryland 2
- Harvard University

### **Winter/Spring 2008-2009 Internship:**

- Georgetown University
- University of Maryland 2
- Howard University 2
- University of Massachusetts
- George Washington University
- George Mason University

### **INITIATIVE: University of Maryland Job Fair**

WJLA-TV/NewsChannel8 participated in the Phillip Merrill College of Journalism Career and Internship Fair on October 20, 2008 sponsored by the University of Maryland. The career fair was exclusively for under graduate, graduate students, and alumni interested in pursuing careers in broadcasting and or journalism.

The career fair was attended by Tim Traylor, Director, Human Resources, Lori Smith-Johnson, News Production Manager, who is responsible for hiring essential personnel in the news department. Audrey McMillan, Human Resources Generalist, and Ceyonne Coachman, Human Resources Assistant/Internship Coordinator. During this event, prospective applicants were able to take advantage of on-site interviews, and get professional feed back about working in a Top-Ten market with Lori-Smith Johnson. Internship applicants were able to get first-hand knowledge about our highly sought after internship programs from Ceyonne Coachman.

### **INITIATIVE: Howard University Job Fair**

WJLA-TV/NewsChannel8 participated in a two-day job fair on October 23 – 24, 2008, held on the Howard University campus in the Armour J. Blackbourn University Center. This event served as a forum for qualified applicants with a special interest in communications wishing to enter an Internship Program, Graduate School, or the workforce. Howard University also extended an invitation to over 20 other colleges and universities on the east coast. Each organization had a booth where the station representatives conducted on-the-spot interviews, viewed our website to gain more insight about our company, and distributed information regarding careers and internship opportunities. Attendees were greeted by Tim Traylor, Director, Human Resources, and Lori Smith-Johnson, News Production Manager, who have substantial responsibility for hiring within the News Department. There are several positions under Mrs. Johnson's leadership, such as Production Assistant, Tapes Archivist, Editor, Broadcast Technicians, Studio Technicians, and WJLA-TV Producer, Associate Producers and Directors. Also in attendance were Audrey McMillan, Human Resources Generalist, and Ceyonne Coachman, Human Resources Assistant/Internship Coordinator.

### **INITIATIVE: Women in Film and Video Job Fair**

On Saturday, March 7, 2009 from 12:00noon to 4:00pm, WJLA-TV/NewsChannel8 participated in the Women in Film and Video Career Fair extravaganza. WJLA-TV was one of the featured headliners.

The Station setup a booth where brochures, company information as well as small give-aways were distributed to over 300 applicants. Lori Smith-Johnson, Production Manager, was able to give quality feedback to participants that had detailed questions about the organization. In addition to Lori Smith-Johnson, Ceyonne Coachman, Human Resources Assistant/Internship Coordinator shared helpful information about the Internship Program requirements, and Jacquelyn Robinson, station receptionist distributed company information.

### **INITIATIVE: Washington-Ireland Internship Program for Leadership**

During this period, WJLA-TV/NewsChannel8 continues to be very proud participants of the Washington-Ireland Program, in tribute to our top talent Gordon Peterson. The Washington-Ireland Program for Service and Leadership (WIP) is a unique US-Ireland charity that is helping to prepare the next generation of leadership for Northern Ireland and Ireland. WIP inspires students from Ireland to lead through service at home and expands their skills by placing them in Washington DC's most prestigious internships. WIP recognizes that ending conflict is just the start of building peace. A sustainable peace can only be attained by developing deeper levels of trust among the next generation. This is the challenge that faces young people today and they need our support.

More than 350 young adults have graduated from WIP, representing twenty-five different universities throughout the UK and Ireland. Many graduates are now emerging in important careers in politics, law, business, communication and education. As they move into critical leadership roles, they retain their connection with VIP and continue to give back to their local communities.

### **INITIATIVE: Job Banks**

WJLA-TV/News Channel 8 has a current running list of all career opportunities which are posted on our internal websites and various web-based job banks, and are mailed out to over 45 associations, organizations, and companies that promote general outreach and whose memberships are believed to include the substantial participation of women and minorities. To include:

- TVJobs.com
- DCJobs.com
- WIFV.com
- VAJobs.com

- National Organization for Women
- Greater Washington Urban League
- Baltimore American Indian Center
- Network of Hispanic Communicators

**INITIATIVE: High School Teen Driving Assembly**

On of WJLA-TV's main Anchors, Leon Harris visits with local high school students in an assembly forum for 45-minutes; educating them about the responsibilities that come with driving a motor vehicle. The presentation is hosted by ABC7/WJLA-TV Anchors: Leon Harris, Alison Starling and Cynne Simpson. The program includes:

A taped report chronicling teen behavior in cars; were a tiny camera is left in a car driven by boys for a weekend along with a public service announcement dramatizing the importance of seat belts. The discussions begin with real life taped segment by one of our medical reporters, who survived a teen crash which killed two friends and critically injured her sister and third rear seat passengers. Our reporter eloquently explains the life-long consequences to all of the families. A local police official is also in attendance to describe the influence of alcohol and drugs with regard to teen crashes. This segment invites an audience volunteer to experience a field sobriety test while wearing goggles which simulate intoxication.

Throughout the seminar several taped segments are played, among the segments; Gail Pennybacker interviews grandparents who discuss their reactions to losing a grandchild. One of the other segments is a testimony from Danny McCoy. In February 2005, Danny was the driver in a drunken driving crash in Rockville, Maryland. His only passenger was killed. At the end of the assemblies a video memorializing the local teens in the DC, Maryland and Virginia areas that have been lost to teen car crashes is played.

**INITIATIVE: Women in Business Leadership**

On June 11, 2008, Maureen Bunyan served as a moderator to the Women in Business Leadership event; the event honored women entrepreneurs and business leaders who are foreign born and who are naturalized US Citizens. Archivist of the Unites States, Allen Weinstein was joined by WJLA-TV news Anchor, Maureen Bunyan who moderated a panel consisting of: Sona Wang, Managing Director, Ceres Venture Fund; Yolanda Maria Welch, CEO Respire Medical; Maria de Lourdes Sobrino, Founder and CEO; Lulu's Desert Corporation; Sheila Murthy, Founder, President and Managing Attorney, Murthy Law Firm, Shirley Nathan-Pulliam, Executive Director/Owner, Extended Family Adult Care, Inc., and Susan C. Pearce PhD, Professor of Sociology, West Virginia University, and author of "Immigrating Women."

### **INITIATIVE: Congressional Award Gold Medal Ceremony**

On June 16, 2008, WJLA-TV 5PM and 11PM weekend anchor Cynne' Simpson Mistress of Ceremony the Gold Medal Awards Ceremony. The annual Awards Gold Ceremony recognizes the accomplishments of America's youth. Gold Medalist have completed the Congressional Awards requirements in four main program areas and are invited to Washington, DC each year to receive their Gold Medals on behalf of the Congressional Award and the United States Congress.

The Mission of the Congressional Award Foundation is to encourage young people to set and achieve personally challenging goals that build character and foster community service, personal development and citizenship.

### **INITIATIVES: Swann Foundation Music Institute**

On June 19, 2008, our Good Morning Washington co-host, Doug McKelway, was master of ceremony at an extraordinary event honoring Mayor Anthony Williams, and honoring award winning middle and high school age pianists who performed music from the Impressionist. The recital culminated in a three-day music statute sponsored by the Swann Foundation and hosted by Phillip Collection. Internationally renowned pianists and master teachers Dr. Larissa Dedova and Dr. Mikhail Volchok taught three days of piano master classes to theses students. Along with the participation of Doug McKelway, the students had the opportunity to meet with Leonard Slatkin, French Embassy, with post Classical Music Critic, Anne Midgette, National Gallery of Art and others. The mission of the Swann Foundation is to help talented young musicians and the general publics develop an appreciation of the relationship between music, art, and history.

### **INITIATIVE: National Communication on Adult Literacy Panel Discussion**

WJLA-TV 5PM and 11PM news anchor, Leon Harris moderated the panel discussion on Capital Hill. This event released the findings from the Commission's two years of research as well as their proposed action plan and discussion of legislation. The findings described how America is in crisis with staggering number of adults lacking education and workforce skills. The event had a speaking program as well as a moderating Q&A panel.

The National Commission on Adult Literacy is an independent panel of leaders from labor, business, government, education and philanthropy. The Commission is managed by the Council for Advancement of Adult Literacy (CAAL), which works to increase business and Philanthropy engagement in adult education and literacy, effect change in federal and state policy, and raise public awareness of the critical importance of adult

education to America's future. The Commission was launched in July 2006 by Dollar General Corporation, Council for Advancement of Adult Literacy (CAAL), the Charles Stewart Mott Foundation, the McGraw-Hill Companies, and the Harold W. McGraw, Jr. Foundation.

### **INITIATIVE: INTERNAL TRAINING/MENTORING PROGRAM**

WJLA-TV/NewsChannel8 Production Assistant position is designed as an entry level transition position, while maintaining duties, Production Assistants, get a similar experience as Intern; however, with more insightful details, and a hands on opportunity about the broadcast industry. Lori Smith Johnson is the department manager that oversees the training, mentoring and development of the Production Assistant. Duties consist of assisting in news production, production elements, liaison between producers, reporters, editors, engineering personnel, operating teleprompter, and distributes line-ups. This opportunity is utilized as a springboard for new college graduates, or master students entering into the field for the first time. The unique opportunity also, gives the Production Assistant a platform to develop their skill, and shows case their talents. Many of WJLA-TV/NewsChannel8 Production Assistants have moved forward within the company as Professional in their expertise. Many others have moved on to great opportunities at other stations.

### **INITIATIVE: Human Resources Management Training**

On Wednesday, September 17<sup>th</sup>, 2008 and Thursday, September 24<sup>th</sup>, 2008 the Human Resources Department lead a vigorous training strategy that provided hiring managers, and those that supervise employees or that are an instrumental part of their career development with administrative guiding principles, legal knowledge, from a human resources perspective. The training was lead by our VP of Human Resources, Joanne Ocshman and WJLA-TV/NewsChannel8's Director, Human Resources, Tim Traylor. The training was intended to reinforce the companies hiring procedures, and guidelines, and course of action. Through the management training department heads were given expert training, policies, guidelines, and tools to assist them in their hiring procedures.

An overview of topics included:

- Posting Job Vacancies (Internal/External)
- Job Descriptions
- Adhering to Proper EEO Guidelines
- Recruitment Sources (Outreach Activities)
- Interviewing Process
- Hiring Folders (Procedures and Guidelines)
- Offer/Acceptance of Employment
- New Hire Documentation
- Orientation, Training and Development
- Performance Elevation

- Reprimand
- Terminations.
- Leadership

**INITIATIVE: Prince George's Community College Journalism and Communications Workshop**

In our continuous efforts to educate and expose students considering pursuing journalism or broadcasting professions; Reporter/Anchor, Jennifer Donelan, served as a panelist, on December 10<sup>th</sup>, 2008 at the 5<sup>th</sup> annual journalism and communication workshop hosted by Prince George's Community College, located in Largo, Maryland.

The workshop is designed to increase college readiness and career preparation for students, the workshop targets Prince George's County high school students who are interested in pursuing careers in journalism and communications. Workshop sessions capture the attention of students eager to learn about the latest trends in the industry and first-hand experiences of top-notch professionals in their fields. More than 100 students attend each year. Other participants included Derek McGinty, news anchor, WUSA 9NEWS, Christina Bellantoni, White House Correspondent-The Washington Times, Krissah Williams-Thompson, staff Writer-The Washington Post, Guy Lambert News Director, WPGC FM 95.5 Donnie Simpson Show, and Harold Fisher, host and reporter for WHUR 96.3 FM the Daily Drum.

**INITIATIVE: United Negro Fund-Martin Luther King Breakfast**

As part of our commitment to community service and educational enrichment, WJLA-TV/NewsChannel8's Washington, DC Bureau Chief, Sam Ford and The Washington, DC Inter-Alumni Council (WIAC) of the UNCF-United Negro College Fund hosted a breakfast to commemorate the life accomplishments of one of UNCF's distinguished alumnus, Dr. Martin Luther King, Jr. (Morehouse College) Proceeds from the Breakfast provide educational opportunities for more than 65,000 students across the country, and nearly 4,000 aspiring scholars from the Washington metropolitan area.

Mission: the United Negro College Fund is the largest and most effective minority education organization. To serve youth, the community and the nation, UNCF supports students' education and development through scholarships and other programs, strengthens its 39 member colleges and universities, and advocates for the importance of minority education. UNCF institutions and other historically black colleges and universities are highly effective, awarding 18 percent of African American baccalaureate degrees. UNCF administers more than 400 programs, including scholarship, internship and fellowship, mentoring, summer enrichment, and curriculum and faculty development programs. Today, UNCF supports more than 60,000 students at over 900 colleges and universities across the country.



National Organization for Women  
National Headquarters  
1100 H St., NW 3<sup>rd</sup> floor  
Washington, DC 20005  
Contact: Bonnie Rice  
202-628-8669

American Federation of  
TV & Radio Artist  
7735 Old Georgetown Road Suite 950  
Bethesda, MD 20814  
Contact: Greg Wright  
410-792-7707

Greater Washington Urban League  
Headquarters Building  
Executive Office  
2901 14<sup>th</sup> Street NW  
Washington, DC 20009  
Contact: 202-529-8701

National Association of Broadcasters  
Press Building/Attn: Stephen Byrd  
529 14<sup>th</sup> Street, NW Suite 937  
Washington, DC 20045  
Contact: Stephen Byrd  
202-628-1490 sbryd@yaf.org

Women Work-National National  
Network for Women's Employment  
1625 K Street, NW Suite 300  
Washington, DC 20006  
Contact: Jean Johnson  
202-467-6346

WCIV-TV (Allbritton Communications)  
888 Allbritton Blvd.  
Mt. Pleasant, SC 29464  
Contact: Deborah Jackson  
843-849-2501

Department of Human Services  
Arlington Employment Center  
3033 Wilson Blvd, Suite 700A  
Arlington, VA 22201  
Contact: Lori Hedlin  
703-228-7400

University of Massachusetts  
Career Center/Employment Relations  
101 South College  
Amherst, MA 01003-1720  
Contact: Tommy Joyner  
413-545-2224

Women in Film and Video  
3628 12<sup>th</sup> Street, NE  
Washington, 20006  
Contact: Melissa Houghton  
202-429-9438

American Association of University  
Women  
1111 16<sup>th</sup> Street, NW  
Washington, DC 20036  
Contact: Camille Watson  
202-785-7700

Greater Washington Urban League  
Executive Offices  
2901 14<sup>th</sup> Street, NW  
Washington, DC 20009.  
Contact: Ursula Higgins  
202-265-8200 ext. 284

Fairfax Virginia Department of  
Rehabilitation  
11150 Main Street  
Fairfax, VA 220300  
Contact: Jane Bennett  
703-385-5242

NABET-CWA  
962 Wayne Ave. Suite 300  
Silver Spring, Maryland 20906  
Contact: Job Bank/Recruitment List  
Contact: Maurice Thomas, Secretary  
301-495-4999

National Association of Black Journalists  
University of Maryland  
8701 A-Adelphi Road  
Adelphi, MD 20783-1716  
Contact: Angela White  
301-445-7100

National Association of  
Lesbian and Gay Journalist  
2120 L Street, NW  
Washington, DC 20037  
Contact: David Berry, Executive Director  
202-588-9888

American Association of University  
Women  
1111 16<sup>th</sup> Street, NW  
Washington, DC 20036  
Contact: Camille Watson  
202-785-7700

D.C. Rehabilitation Services  
Administration  
1<sup>st</sup> Street NE  
Washington, DC 20002  
Contact: Jose Pinero  
202-775-5951

UDC Department of Mass Media  
4200 Connecticut Ave., NW  
Washington, DC 20008  
Contact: Amelia Grey  
202-274-7402

TV Alabama (WBMA-WCFT)  
TV Alabama, Inc (Allbritton Comm.)  
800 Concourse Parkway Suite 200  
Birmingham, AL 35244  
Contact: Jean Ziegart  
205-403-3346

WHTM (Allbritton Communications)  
Harrisburg Television, Inc  
3235 Hoffman Street  
Harrisburg, VA 17110  
Contact: Sharon Chambers  
717-236-2727 x222

DC Department of Employment Services  
609 H Street, NE  
Washington, DC 20009  
Attn: Gregory Irish, Director  
Contact: O. 202-724-7000  
F. 202-673-6993

Montgomery County Industry Council  
11002 Viers Mill Rd., Suite 510  
Wheaton, MD 20902  
Contact: : Nouné Sekhpossian  
301-929-6880

WSET-TV (Allbritton Communications)  
2320 Lynchburg, VA 24505  
Contact: Jenny Marshall  
434-455-5103

Women in Film and Video  
3628 12<sup>th</sup> Street, NE  
Washington, 20006  
Contact: Melissa Houghton  
202-429-9438

Bowie State University  
Department of Communications  
14000 Jericho Park Road  
Bowie, MD 20715  
Contact: Dale O'Neal, Director  
301-860-3828

UDC Department of Mass Media  
4200 Connecticut Ave., NW  
Washington, DC 20008  
Contact: Amelia Grey  
202-274-7402

Columbia Union College  
7600 Flowers Ave  
Takoma Park, MD 20912  
Contact: Human Resources/Student  
Services 301-891-4000

Montgomery County Industry Council  
11002 Viers Mill Rd., Suite 510  
Wheaton, MD 20902  
Contact: : Nouné Sekhpossian  
301-929-6880

WTTG-TV  
Attn: Human Resources  
5151 Wisconsin Ave NW  
Washington, DC 20016  
Contact:  
202-244-5151

KTUL.LLC (Allbritton Communications)  
3333 S 29<sup>th</sup> West Ave  
Tulsa, OK 74107  
Contact: Shari Graham  
918-445-9350

Maryland Institute College of Art and Design  
1300 W. Mt. Royal Ave.  
Baltimore, MD 21217  
Contact: Andy McDonald  
410-669-9200

Georgetown University  
Career Education Center  
37<sup>th</sup> & O Street, NW  
Washington, DC 20057  
Contact: Jay Liwanag  
202-687-0100

WUSA-TV  
Attn: Human Resources  
4100 Wisconsin Avenue NW  
Washington, DC 20016  
Contact:

WRC-TV  
4001 Nebraska Ave, NW  
Washington, DC 20036  
Contact: Human Resources  
202-885-4057

University of Maryland  
Graduate School/Career Services  
660 W. Redwood Street Rm. 021  
Baltimore, Maryland 21201  
Contact: Cindy Rice  
410-706-7132

Montgomery County Government Center  
Career Services  
755 Roanoke Street, Suite 2D  
Christiansburg, VA 24073-3180  
Contact: Human Resources  
540-394-2007

WRC-TV  
4001 Nebraska Ave, NW  
Washington, DC 20036  
Contact: Human Resources  
202-885-4057

Howard University  
Career Services Center Room 206  
C. P Powell Bldg /525 Bryant St., NW  
Washington, DC 20039  
Contact: Career Counselors  
202-8067513

Marymount University  
2807 N. Glebe Road  
Arlington, VA., 22207  
Contact: Jeff Dolan, Internship Director  
(703) 284-1620

**George Mason University**  
**University Center Service-MSn-3B6**  
**On-Campus Recruiting Coordinator**  
**4400 University Drive**  
**Fairfax, VA 22030**  
**Contact: Elizabeth Heyerdahl**  
**703-993-4149**

Art Institute of Washington  
1820 North. Fort Myers Drive  
Arlington, VA 22209  
Contact: Student Advisors/Alumni  
1-877-303-3771

CSB School of Broadcasting  
2170 Crystal Plaza Arcade #38  
Arlington, VA 22202  
Attn: David Churchwell  
csbarlington@gocsb.com and  
[jobs@gocsb.com](mailto:jobs@gocsb.com).703-415-7600 2/11/09

Mayors Office of Latinos Affairs  
Reeves Municipal Center 2<sup>nd</sup> Floor  
2000 14<sup>th</sup> Street, NW  
Washington, DC 20009  
Contact: Cecilia Castillo  
202-671-2825

American Federation of Television  
And Radio Artists  
7735 Old Georgetown Road, Suite 950  
Bethesda, Maryland 20814  
Contact: Pat O'Neal, Director  
410-792-7707

Virginia Association of Broadcasters  
WHRO-TV  
5200 Hampton Blvd.  
Norfolk, Virginia 23508  
Contact: Sherby Wilks/Human Resources  
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