

## EEO PUBLIC FILE REPORT

**This Report covers full-time vacancy recruitment data for the period: January 23, 2014 – January 22, 2015.**

**1) Employment Unit:** New York City Department of Information Technology and Telecommunications (“DoITT”)/Mayor’s Office of Media and Entertainment (“MOME”)/NYC Media

**2) Unit Members (Stations and Communities of License):** WNYE(FM), WNYE-TV

**3) EEO Contact Information for Employment Unit:** Anne del Castillo

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**4) Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
(a) Associate Commissioner/General Manager	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>
(b) Director of Legal Affairs	Citywide distribution through <a href="http://www.nyc.gov">www.nyc.gov</a>

Consistent with City of New York policy, notice of each full time vacancy was posted on [www.nyc.gov](http://www.nyc.gov).

- 5) **Total # of Interviewees Referred:** For the period from January 23, 2014 through January 22, 2015 this Employment Unit interviewed 9 interviewees for full-time job vacancies.
- 6) **Supplemental Recruitment Initiatives.** List and briefly describe the Supplemental Recruitment Initiatives undertaken during the period covered by this Report.

**(a) Initiative: DoITT Job Notices**

In an ongoing manner, DoITT sends job notices to underrepresented minority and female populations in the technical and broadcasting industry and has expanded its Citywide job posting distribution to include African American Women in Technology (AAWIT) and The Association of Women in Computing and Diversity/Careers in Engineering & Information Technology Publication.

**(b) Initiative: Job Board Postings**

1. Baruch College
2. Borough of Manhattan Community College
3. Brooklyn College
4. Brooklyn Law School
5. City College Stations WNYE (FM) and WNYE-TV are Equal Opportunity Employers.
6. Columbia University
7. CUNY Grad Center
8. Fashion Institute of Technology
9. Hunter College
10. Katherine Gibbs School
11. xi Lehman College
12. New School University
13. New York Law School
14. NYU
15. Pratt Institute
16. School of Visual Arts

**(c) Initiative: Made in NY PA Trainee Program**

NYC TV is an official Program Partner for the "Made in NY" Production Assistant Trainee Program, which is conducted by the Mayor's Office of Film, Theatre and Broadcasting in conjunction with Brooklyn Workforce Innovations, a nonprofit organization specializing in employee training and placement. The trainee program, launched in March 2006, provides free, full-time training to underrepresented minority and female populations interested in production, many of whom would have difficulty gaining access to production work in the City. Approximately 522 trainees have graduated from this program since its inception.

**(d) Initiative: Career Panels**

NYC Media, the Office of Film Theatre and Broadcasting and the NYC Digital Office, are parts of the Mayor's Office of Media and Entertainment and frequently organize panel discussions throughout the five boroughs in an effort to educate and inform New Yorkers about the wealth of career opportunities in the entertainment and digital industries:

**Made in NY Talks: African American Actors**

*February 24, 2014 at The New School*

MOME partnered with the Screen Actors Guild Foundation at The New School for Drama to present a panel discussion featuring Uzo Aduba, Peter Jay Fernandez, Tawny Cypress and Montego Glover about their careers in film, television and theatre and working in New York City.

**Stations WNYE (FM) and WNYE-TV are Equal Opportunity Employers.**

**“Made in NY” Tribeca Connection**

*April 15, 2014 at Tribeca Cinemas*

MOME partnered with the Tribeca Film Festival to host a networking opportunity for young filmmakers and local students to meet filmmakers with projects at the Tribeca Film Festival and learn about the production industry and festival circuit.

**Tribeca Film Festival Family Day Backlot**

*April 26, 2014 at Tribeca*

MOME participated in the daylong, free event during which representatives from the office distributed information about Reel Jobs, the “Made in NY” PA Training Program, and careers in the industry.

**“What the Film Industry Needs From You”**

*May 19, 2014 at Internet Week*

MOME partnered with Internet Week on a panel discussion titled, “What the Film Industry Needs From You.”

**“Made in NY: *Flipping the Script* – The Next Chapter of SGL/LGBTQ Portrayal in Media”**

*June 23, 2014 at the National Black Theatre*

MOME partnered with Global Pride Business Coalition, Harlem Pride, Global Network of Black Pride and The National Black Theatre to present “Made in NY: *Flipping the Script* – The Next Chapter of SGL/LGBTQ Portrayal in Media” in celebration of Pride Week in NYC. The talk, which was free and open to the public, brought together African American SGL/LGBTQ directors, producers, entertainment entrepreneurs and industry professionals to discuss the range of portrayals of SGL/LGBTQ characters – both positive and negative – and how the industry is changing perceptions to provide a more diverse representation of the SGL/LGBTQ community in the media.

**“Making It in NYC: Tips on Indie Film Production”**

*September 10, 2014 at the Ida K. Lang Recital Hall at Hunter College*

MOME partnered with Urbanworld Film Festival and African-American Film Festival Releasing Movement (AFFRM) to present “Making It in NYC: Tips on Indie Film Production.” The talk, which was free and open to the public, brought together multicultural directors, producers and industry professionals to discuss the process, possibilities and opportunities of independent film production in New York City.

**New York on Location**

*September 21, 2014 at Kaufman Astoria Studios and the Museum of the Moving Image*

MOME participated in New York on Location, a day-long, free family-friendly outdoor event that offered a behind-the-scenes look at film production in New York. MOME staff was on hand to answer questions about careers in the industry and the agency’s initiatives.

**“Made in NY” Workshop: Early Career Networking Meet Up**

*October 19, 2014 at the Paley Center*

As part of PALEYFEST New York, MOME organized a networking event for young people who were able to chat with film and television professionals and discuss the jobs they do in various production fields.

**(e) Initiative: Internship Programs**

NYC Media provides college students and recent graduates internship opportunities in a variety of functional areas year-round. Positions include production/post-production, graphic design, business development & marketing, legal and communications. In 2014, interns came from the following institutions: Borough of Manhattan Community College, Brooklyn College, CUNY/College of Technology in Brooklyn, Fordham University, Goucher College, Pace University, Pratt Institute, Richard Stockton College of NJ, SUNY/Empire State, SUNY/New Paltz, Syracuse University, and University of Texas at Austin.

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MOME also partners with the CUNY/College of Technology (“City Tech”) to connect City Tech Students to technology and advanced manufacturing internships at local businesses. In 2014, 39 businesses hosted the 74 interns.

**(f) Initiative: Ongoing DoITT Initiatives**

**Training:** DoITT's Office of EEO conducted numerous agency-wide EEO training and refresher courses throughout this time period.

**Recruitment:** On an on-going basis, DoITT analyzes its recruitment program to ensure that it has been achieving broad outreach to potential applicants. Some of the ways that DoITT accomplishes this are by recruiting individuals who are traditionally underrepresented in the media and technical field and by participating in technical job fairs. DoITT also provides hiring personnel with structured interview training, training in non-bias selection techniques, including guidance on preemployment inquiries, effective listening and pointers for interviewing the disabled and cross cultural competence.

**Analysis:** DoITT analyzes its strategies and measures to ensure continued success in equal employment opportunity, including in areas such as recruitment, selection, promotion, rates of pay, fringe benefits, educational opportunities, complaint trends, and responses to requests for reasonable accommodations.

**Policy:** DoITT's EEO policy, which includes policies regarding unlawful harassment, antiretaliation and complaint procedures, is distributed to all employees annually. In addition, the EEO policy is available on the agency's internal web portal under the EEO web page and is included in DoITT's personnel handbook. Additionally, the policies are distributed to all new employees as a part of their new-hire orientation. All of DoITT's internal, external, and electronic advertisements and job vacancies specify that the agency is an equal employment opportunity employer.