



**ANNUAL EEO REPORT for WNYE-TV
February 1, 2007 Through January 31, 2008**

1. FULL TIME VACANCIES – 10

- Director of Production (vacant as of September 2007)
- Administrative Assistant (vacant as of September 2007)
- Associate Commissioner- Special Events (vacant as of October 2007)
- Production Assistant (vacant as of November 2007)
- Broadcast Engineer (vacant as of March 2007)
- Audio Engineer (vacant as of April 2007)
- Flash Media Designer
- Editor
- Grant Writer (position created in July 2007)
- Sales & Underwriting Rep 1 (position created in July 2007)
- Sales & Underwriting Rep 2 (position created in July 2007)
- Sales & Underwriting Manager (position created in July 2007)
- Sales & Underwriting Assistant (position created in July 2007)
- Procurement & Budget Analyst (position created in July 2007)
- Rights & Clearances Associate (position created in July 2007)

2. RECRUITMENT SOURCES USED

- City of New York website (www.nyc.gov)
- NYC Media Group website (www.nyc.gov/tv)
- craigslist (craigslist.org)
- Mandy (mandy.com)
- City of New York Job Posting Process

3. SOURCE OF REFERRAL FOR EACH HIRE

See 2 above.

4. NUMBER OF INTERVIEWEES FOR EACH POSITION

For each position, NYC Media Group interviewed an average of between 8 and 12 candidates.

5. EEO INITIATIVES

a. Job Fair Participation

February 6, 2007

NYU Summer, Full Time & Diversity Job Fair

September 19, 2007

NYC Department of Information Technology & Telecommunications Job Fair

August 28, 2007

NYU Part-time Job & Internship Fair

November 7, 2007

Hunter College Fall 2007 Career Expo

November 9, 2007

CUNY Graduate School of Journalism Job Opportunity Day



November 13, 2007

Pratt Institute 2007 Internship Fair

b. Job Board Postings

Baruch College

Borough of Manhattan Community College

Brooklyn College

Brooklyn Law School

City College

Columbia University

CUNY Grad Center

Fashion Institute of Technology

Fordham University

Hunter College

Katherine Gibbs School

New York University

The New School University

New York Law School

Pratt Institute

School of Visual Arts

c. Internship Programs

- WNYE/NYC TV expanded the robustness of its internship offerings to include a wider variety of areas, including marketing and business development; legal; production; graphic design; website development and editing. The network's internship program runs year round, coincident with the academic year, and offer opportunities during the fall, winter/spring and summer terms. Institutions represented by WNYE/NYC TV interns came from the following colleges and universities: Baruch College, City College, City University of New York, Florida State University, Fordham University, Lehman College, Monmouth University, New York Law School, New York University, St. Francis College, St. John's University and SUNY at Stony Brook.

d. Teen Talk Internship Program

- New York City Department of Education Alternative High Schools fully integrated curriculum to produce programs for air on WNYE-TV (2 hours per year) and WNYE-FM (1 hour per week)
- During the 2006-2007 school year the vast majority of students were minority and 50% of the students were female.
- This program has been in place at WNYE since the 1992-1993 school year.
- WNYE has hired Teen Talk graduates for both paid positions and as interns in other areas in prior years.

e. Metropolitan Transportation Authority

- WNYE supports the Metropolitan Transportation Authority by Broadcasting and otherwise supporting their program which is produced primarily by interns
- WNYE provides affirmation that the MTA has a program that airs on WNYE in order to ensure the MTA's access to Job Fairs and other outreach activities



f. Medgar Evers College

- Approximately 90% minority enrollment
- Medgar Evers provides internship and study opportunities for the Medgar Evers College students learning radio production of programs produced by the College that air on WNYE-FM

g. 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 people interested in production, many of whom would have difficulty gaining access to production work in the City. NYC TV provided hands-on experience for all four inaugural classes of PA Trainees in 2006 - from behind the scenes to in front of the camera - and looks forward to remaining a partner to the program in 2007.

6. DoITT's Office of EEO conducted numerous agency-wide EEO training and refresher courses throughout the time period covered by this narrative statement.

7. 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), The Association of Women in Computing and diversity/Careers in Engineering & Information Technology Publication.

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

9. On an on-going basis, 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.

10. DoITT's EEO policy, which includes policies regarding unlawful harassment, anti-retaliation 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.



11. All of DoITT's internal, external, and electronic advertisements and job vacancies specify that the agency is an equal employment opportunity employer.