1. Full-time vacancies filled during preceding year:
   Pledge Producer
   Major Gifts / Planned Giving Officer
   Multi-Media Producer
   Director of Events & Theater
   Media Traffic Specialist – Open

2. See attached list of recruitment sources used to fill each vacancy. The same list was used to fill all the above vacancies. Our CEO also reached out to personal contacts (individuals) to assist in reaching qualified candidates to apply for the Development department openings. Certain sources are more specific to some specialized types of openings, and all sources may not have been used each year (noted on list).

3. Recruitment source of each person hired and recruitment source for each person interviewed for full-time vacancies:
   • Pledge Producer – filled April 2022 – person hired was referred by a posting on Indeed (this individual was also a former employee many years ago). 2 others were interviewed, 1 was a current WNIN part-time employee (referred by an internal posting), and 1 referred by a posting on Indeed.
   • Major Gifts / Planned Giving Officer – filled May 2022 – person hired was referred by a posting on the WNIN website. 3 others were interviewed, all referred by a current WNIN employee, and/or personal contacts the CEO made in the local community (these were also referred to the WNIN website).
   • Director of Events & Theater – filled October 2022 – person hired was referred by a current WNIN employee (this individual was also a former employee a number of years ago). 4 others were interviewed, 1 referred by a current WNIN employee, 2 referred by a posting on Indeed, and 1 referred by a job recruitment email they received and a posting on the WNIN website.
   • Multi-Media Producer – filled October 2022 – person hired was referred by a posting on Indeed – 2 others were interviewed, 1 referred by a posting on the CPB Jobline, and 1 referred by a posting on Indeed.

4. A total of 15 people were interviewed for the above 4 full-time vacancies that were filled during the period. The number of interviewees referred by each recruitment source is as follows. Resumes were also received that had been referred by a number of other sources used for posting the openings, including the University of Southern Indiana Career Services, personal referrals through WNIN staff members community contacts, various social media postings, and others.

   6 – Indeed.com
   5 – Referred by current WNIN employee
   2 – WNIN website
   1 – CPB Jobline
   1 – Current WNIN employee interviewed for the position (internal posting)
5. Recruitment Initiatives undertaken by WNIN during this period:

- WNIN participated in a job fair at the University of Evansville on February 7, 2023. WNIN’s Vice President of Finance and Administration attended the fair and spoke with a number of students of various diverse backgrounds, majoring primarily in communications, including visual communications, about internships and employment opportunities. Students were primarily interested in internships for future semesters.

- WNIN participated in 2 fairs at the University of Southern Indiana on September 21, 2022 and February 28, 2023. These career fairs were well attended by students. Our Vice President of Finance and Administration attended both fairs, and our Director of Events & Theater attended the 2023 also attended the 2023 career fair. We spoke with many students individually at each fair about internships and current job openings, and are working to hire 1 or more as interns.

- WNIN participated in a career fair at the Southern Indiana Career and Technical Center on November 2, 2022. This was geared towards Junior and Senior high school students who were looking for internships and future jobs in specific fields including broadcasting, broadcast engineering, journalism, and TV/Radio. Our Vice President of Finance and Administration, and Vice President of Radio attended the fair, speaking to many students interested in internships with WNIN. We hired 2 students recruited from the career fair for Radio internships for the spring semester 2023, and 1 student for a TV internship in the winter 2022-2023.

- WNIN participated in the Business Career fair at Ivy Tech Community College on February 15, 2023. The focus of the fair was primarily for business and technology majors (including visual communications and IT). Our Vice President of Finance and Administration attended the fair and spoke with a number of students about internships, primarily in multi-media production and engineering.

- Establishment of an internship program. WNIN’s internship program continues to be successful with a number of students participating each year from local, regional, and other colleges and universities; as well as high school seniors from the Southern Indiana Career and Technical Center. These internships span all semesters, spring, summer and fall, and our interns were all part of their school’s formal internship programs. College students worked at least 150 hours, and all students received school credit for their internships. Over the past year we had 6 interns including 2 completing their internships currently. These included 2 college students from the University of Southern Indiana in our underwriting and events departments, and 3 high school students from the Southern Indiana Career and Technical Center in our Radio and TV production departments. We also had an intern who is completing a Master’s degree through the Craig Newmark Graduate School at CUNY in New York. He worked closely with our Director of Digital Media on the “Que Pasa Midwest?” podcast and bi-lingual network project, helping develop segments for the 2022 season. We are currently recruiting students for internships in the summer and fall of 2023 in all areas.
• WNIN participated in Job Spark sponsored by Junior Achievement on October 25 and 26, 2022. This was the first in-person event in 3 years due to hosting it virtually during the pandemic. Our Vice President of Finance and Administration was the Co-Leader of the Business & Communications cluster, working with volunteers from a number of other local businesses. Almost 3,500 8th and 9th grade students participated in numerous activities in 8 career cluster groups. These were interactive hands-on activities that helped students learn about potential future careers and the educational & training requirements for different careers. There were 14 activities in our cluster including several tied to Broadcasting, Media Production, and Journalism careers. A website platform with related information was also available to students and teachers following the event. WNIN had previously produced a video highlighting different career opportunities in public media that was also available on the platform.

• WNIN staff participates in ongoing job training. Many employees attend local seminars and training opportunities, including web-based, to develop and enhance their skills and job performance, and develop skills to perform other jobs of interest. A number of staff attended and participated in public media annual conferences including Public Media Business Association (PMBA), Public Media Development and Marketing Conference (PMDMC), PBS Annual Conference, and New Media Ventures Summit. Our Grants Writer participated in a local 3-day training program through Leadership Everyone. Several staff also participated in the Greater Public Audience Development Summit in April 2022. Our Underwriting Account Executive is continuing to participate in a Corporate Support Performance Initiative, mentoring and training program, specifically related to underwriting. Many staff also participated in other virtual training opportunities related to their work.

• Our Vice President of Finance and Administration attended a Disability Awareness Event and participated in a career fair in connection with the event on October 12, 2022. This was sponsored by the Evansville Human Relations Commission. She spoke with many attendees about job and career opportunities in public media, all of whom were living with a disability. Through a connection made at the event, WNIN will be hosting a station tour including a live production opportunity for Sycamore Services in June.

• WNIN participated in 2 Non-Profit Days at the University of Evansville on April 7, 2022 and November 3, 2022. This was an opportunity for WNIN along with other local non-profit organizations to speak with students about jobs and career opportunities at their organization, as a non-profit. Our Vice President of Finance and Administration attended and spoke with a number of interested students about potential jobs and careers in public media.

• WNIN participated in a Speed Networking Event at the University of Evansville on March 21, 2023 in honor of National Disability Awareness Month. 10 employers participated, including WNIN’s Vice President of Finance and Administration, interviewing each student on an individual basis. A number of the students were interested in Media / Broadcast related careers, and she was able to educate them on job and internship opportunities at WNIN and in public media. Many of the students watched WNIN-TV and listened to WNIN’s radio station.
• WNIN has a website to promote all aspects of our operations. All job openings and announcements are posted on our website.
e-mail list:

adickerson@evansville.in.gov
HRC@evansville.in.gov
Autumn Dickerson (812-436-4927)
City-County Human Relations Commission
Civic Center Complex, Room 209
1 NW Martin Luther King, Jr. Blvd.
Evansville, IN 47708-1833
Fax: 812-436-4929
careercenter@bsu.edu
765-285-1522
Ball State University
Career Center
Lucina Hall, Room 220
Muncie, IN 47306
Fax: 765-285-3757
May also post direct:
bsu.edu/students/careers/employers/login/

Rachel Williams
Rwilliams638@ivytech.edu
Ivy Tech Community College
Career Services
3501 First Ave.
Evansville, IN 47710
Fax: 812-429-9834
Have job zone (job listings line)

jan.goldman@kctcs.edu
270-852-8158 Jan Goldman
Owensboro Comm. College
4800 New Hartford Rd.
Owensboro, KY 42303
dd-schmitt@wku.edu
Dawn Schmitt (309-764-2400)
WQPT-TV 24
3300 River Drive
Moline, IL 61265

lin.mclaughlin@wvtp.org
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101 State Street
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8600 University Blvd
Evansville, IN 47712
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NAACP
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P.O. Box 555
Evansville, IN 47704-0555
Fax: (812) 962-9452
vallen@ulofnwi.org
Vanessa Allen (219-887-9621)
Urban League of NW Indiana
3101 Broadway
Gary, IN 46408
information@lul.org
Anita McGruder (502-561-6830)
Louisville Urban League
1535 West Broadway
Louisville, KY 40203

jobs@tvjobs.com
Broadcast Employment Services
Mark Holloway (800) 374-0119
P. O. Box 4116
Oceanside, CA 92052

ipra@bsu.edu
Indiana Public Radio
Andrea Lutz, Admin. Coordinator
(765) 285-1249
Ball State University
Muncie, IN 47306

Oakland City University
Campus Life Office
Oakland City, IN 47660
Alexis Rusch (812-749-1394)
aruensch@oak.edu
Fax # 812-749-1420

Carver Community Organization
dwagner@carverorg.org
David Wagner 812-423-2612
400 S. E. Eighth Street
Evansville, IN 47713
Fax: 812-423-6941

IPBS – bsams@ipbs.org
Barbara Sams – contact

PMBA – info@pmbaonline.org
post directly on their website in job portal

Posting on Their Site:
http://www.cpb.org/user
Post on CPB jobline
CPB
401 Ninth St., NW
Washington, DC 20004
(202) 879-9767
User & PW: on file

NPR
Doesn’t directly post station job openings. Did not use.

IN Dept. of Workforce Dev.
700 E. Walnut
Evansville, IN 47712
Phone: 812-424-4473
Fax: 812-421-3189
Post on Indianacareerconnect.com
User: on file
PW: on file
Click post a job, add a new job
• Also contacted the Local Veterans Employment Rep.

Indeed.com – free posting (when you confirm click on post a job without sponsoring).
Login – on file
Password – on file

Handshake:
Online job posting web portal used by colleges for employers to recruit students. Requests sent to each school that has agreed to be notified, the school must approve posting for each opening. Sometimes a particular job posting is denied by a school due to its relevance to that school’s students.
Login – on file
PW – on file

Schools using handshake:
1. Brescia University
2. Case Western Reserve University
3. Indiana State University
4. Indiana University – Bloomington
5. Indiana University East
6. Indiana University – Kokomo
7. Indiana University – Northwest
8. Indiana University – South Bend
9. Indiana University – Southeast
10. IUPUC : Indiana University – Purdue University Columbus
11. Kansas State University
12. Kentucky State University
13. Michigan State University
14. St. Louis University
15. Simpson College
16. South Dakota State University
17. Southern Illinois University – Carbondale
18. The Craig Newmark Graduate School of Journalism at CUNY
19. The Ohio State University
20. The University of Michigan
21. University of Evansville
22. University of Illinois Urbana-Champaign
23. University of Iowa
24. University of Minnesota
25. University of Missouri – Columbia
26. University of New Hampshire
27. University of North Dakota
28. University of Wisconsin – Madison
29. Western Kentucky University

Additional Outreach Sources to use for Engineering Positions:
Electronics Research, Inc.
7777 Gardner Road
Chandler, IN 47610
Tom Silliman, CEO 812-925-6000
tom@eriinc.com

Elizabeth Scheller-Williams
Former Professor at ITT Tech
812-925-6000, ext. 283
ewilliams@eriinc.com

** Did not use these 2 sources due to no engineering position openings

** Also use industry & trade sources
As needed for specific openings –
AAF (w/w sales), SBE (engineering)
Did not use these due to no openings for these positions.

WNIN Internal Postings:
1. Webmaster post on WNIN website
2. Post internally at WNIN on breakroom bulletin board
3. Post on WNIN’s social media pages – facebook, twitter, instagram

Publications to run paid ads if needed:
4. Current Newspaper
5. Evansville Courier – monster.com (online)

Did not use these 2 sources (no paid recruitment used)