

WTVP PUBLIC FILE REPORT 2017-2018

Description of Long-Term Initiatives

Participation in Job Fairs: Our Studio Supervisor, Tracy Simmons, is responsible for entry-level hiring. She manned a one full-day recruitment booth during the year. The "2017 Fall Internship Fair" was held at Bradley University in Peoria, IL in August 2017. She also meets with TV/radio and theater students at Illinois Central College, a local community college, where she talks with students about the television industry. The focus of the job fair and college visits is recruitment for various crew positions. These positions provide training in camera operation, lighting and sound, set preparation, and remote productions. The experience gained has been successful in preparing crew members for employment in television - both at WTVP and elsewhere. Registration and plans have been made to attend another job fair in the Fall of 2018.

Internship Programs: There were three interns during the fiscal year.

Internship programs are established with Bradley University, Illinois State University, Illinois Central College, Southern Illinois University – Carbondale, Eastern Illinois University and Eureka College. These internships have reiterated that broadcast television is still a viable employment opportunity and have attracted a wide range of part-time employees.

Training Program for Station Personnel: Part-time crew members are being cross-trained for more production responsibility and for Master Control responsibilities. We currently have seven part-time crew members who have moved into master control and/or directing and three of them are producing their own local on-air show. They continue to learn new skills and take on more responsibilities. Part-time Master Control employees are being cross-trained in Traffic, Information Technology, and Editing. These programs encourage those in our entry-level positions to learn new skills in preparation for possible careers.

Participation in Other Activities to Disseminate Employment Information: Another means of obtaining entry-level employees is through our relationships with certain community organizations specializing in underserved populations. In addition to being notified of specific job openings at WTVP, these organizations are encouraged to refer job hunters to WTVP to apply for entry-level positions. Examples of these organizations are Tri-County Urban League and the Carver Community Center, both in Peoria, IL, and Carver Community Action Agency in Galesburg, IL.

Sponsorship of Community Events: WTVP encourages tours of our facility by school groups, community agencies and the general public. Over 150,000 people have visited our facility over the past fifteen years. During tours, we emphasize broadcasting as a career choice and WTVP's specific need for talented and interesting individuals. This has resulted in a continuing varied pool of applicants. Some of these applicants have gone on to be employed by the station in various capacities.

Full-time Job Vacancies Filled July 1, 2017 through June 30, 2018

JOB VACANCY #1

POSITION: FULL-TIME Master Control Operator

SUCCESSFUL APPLICANT REFERRED BY PART TIME EMPLOYEE / EMPLOYEE REFERRAL

This position was advertised in fiscal 2018 and filled August 25, 2017.

(Note: All sources that referred applicants are listed below each position. All sources contacted that resulted in no applications are listed below the referral list. Recruitment sources that requested notification of job vacancies but were not contacted by WTVP are identified separately at the end of this document.)

List of recruitment sources that referred applicants for this position:

Recruitment Source:

Name: Employee Referral

of total interviews generated for vacancy: 1

Recruitment Source:

Name: Peoria Journal Star

Address: 1 News Plaza, Peoria, IL 61643

Contact Person: Personnel

Phone Number: (309) 677-3223

of total interviews generated for vacancy: 1

Recruitment Source:

Name: Indeed.com

Address: 101 State Street, Peoria, IL 61602

of total interviews generated for vacancy: 1

List of recruitment sources that did not refer applicants for this position:

Recruitment Source:

Name: WTVP (website)

Address: www.wtvp.org

Contact Person: Personnel

Phone Number: (309) 677-4747

of total interviews generated for vacancy: 0

Recruitment Source:

Name: WTVP (on air position announcement spots)

Address: 101 State Street, Peoria, IL 61602

Contact Person: Personnel

Phone Number: (309) 677-4747

of total interviews generated for vacancy: 0

Recruitment Source:

Name: Bradley University Placement Office

Address: 1501 W. Bradley Avenue, 239 Sisson Hall, Peoria, IL 61625

Contact Person: Personnel

Phone Number: (309) 677-3223

of total interviews generated for vacancy: 0

Recruitment Source:

Name: City of Peoria Workforce Development

Address: 211 Fulton Street, 3rd Floor, Peoria, IL 61602

Contact Person: Personnel

Phone Number: (309) 495-8900

of total interviews generated for vacancy: 0

Recruitment Source:

Name: Illinois Central College Job Placement office

Address: L221, East Peoria, IL 61635

Contact Person: Mrs. Mick Gerkin

Phone Number: (309) 694-5321

of total interviews generated for vacancy: 0

Recruitment Source:
Name: Illinois Job Service - Local Office
Address: 406 Elm Street, Peoria, IL 61605
Contact Person: Personnel
Phone Number: (309) 671-3113
of total interviews generated for vacancy: 0

Recruitment Source:
Name: ISU Career Center
Address: 185 Student Services Building, Campus Box 2520
Normal, IL 61790
Phone Number: (309) 438-3539
of total interviews generated for vacancy: 0

Recruitment Source:
Name: Mid Central Community Action Center
Address: 923 E. Grove, Bloomington, IL 61701
Contact Person: Human Resources, Pamela Miller
Phone Number: (309) 829-0691
of total interviews generated for vacancy: 0

Recruitment Source:
Name: Midstate College
Address: 411 Northmoor Road, Peoria, IL 61614
Contact Person: Personnel
Phone Number: (309) 692-4092
of total interviews generated for vacancy: 0

Recruitment Source:
Name: Tri-County Peoria Urban League
Address: 317 S. MacArthur Highway, Peoria, IL 61605
Contact Person: Personnel
Phone Number: (309) 673-7474
of total interviews generated for vacancy: 0

Recruitment Source:
Name: University of Illinois Career Connect
Address: P.O. Box 19243, Springfield, IL 62799-9243
Contact Person: Personnel
Phone Number: (217) 206-6222
of total interviews generated for vacancy: 0

Recruitment Source:
Name: Carver Community Action Agency
Address: 235 E. Main, Galesburg, IL 61402-0028
Contact Person: Personnel
Phone Number: (309) 342-0158
of total interviews generated for vacancy: 0

Recruitment Source:
Name: Carver Community Center
Address: 710 W. Third Street, Peoria, IL 61605
Contact Person: Personnel
Phone Number: (309) 674-9219
of total interviews generated for vacancy: 0

List of recruitment sources that asked to be contacted for Vacancies:

Recruitment Source:
Name: Bradley University Placement Office
Address: 1501 W. Bradley Avenue, 239 Sisson Hall, Peoria, IL 61625
Contact Person: Personnel
Phone Number: (309) 677-3223
of total interviews generated for vacancy: 0

Recruitment Source:
Name: Carver Community Action Agency
Address: 235 E. Main, Galesburg, IL 61402-0028
Contact Person: Personnel
Phone Number: (309) 342-0158

of total interviews generated for vacancy: 0

Recruitment Source:

Name: Carver Community Center
Address: 710 W. Third Street, Peoria, IL 61605
Contact Person: Personnel
Phone Number: (309) 674-9219
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Recruitment Source:

Name: Illinois Central College Job Placement office
Address: L221, East Peoria, IL 61635
Contact Person: Mrs. Mick Gerkin
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Normal, IL 61790
Phone Number: (309) 438-3539
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Contact Person: Human Resources, Pamela Miller
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Name: Tri-County Peoria Urban League
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