WCWJ, WJXT-TV
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WCWJ, WJXT-TV is an Equal Opportunity Employer. In addition to complying with the requirements of federal law, WCWJ, WJXT-TV will comply with applicable state and local laws prohibiting employment discrimination. Any offer of employment is conditional upon the successful completion of a background check and pre-employment drug screen.

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive	1, 3-6, 8-12, 16-18, 20-24, 26-27, 29, 31-36, 38-41, 43-58, 60	58
Account Executive	1, 3-6, 8-12, 16-18, 20-24, 26-27, 29, 31-36, 38-41, 43-58, 60	45
Account Executive	1, 3-6, 8-12, 16-18, 20-24, 26-27, 29, 31-36, 38-41, 43-58, 60	18
Producer	1, 3-6, 8-12, 14, 16-17, 20-24, 26-27, 29, 31-35, 38-41, 43-44, 46-58, 60	14
Producer	1, 3-6, 8-12, 15-17, 19-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	19
Producer	1, 3-6, 8-12, 16-18, 20-24, 26-27, 29, 32-35, 38-41, 43-44, 46-58, 60	58
Editor	1, 3-6, 8-12, 16-17, 20-27, 29, 32-35, 38-41, 43-44, 46-58, 60	25
Accounts Payable	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-36, 38-44, 46-58, 60	58
Video Journalist	1-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	2
Sales Assistant	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	58
Weather Anchor	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	58
Video Journalist	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	58
Director	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	52
Director	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	52
Sales Assistant	1, 3-6, 8-12, 16-18, 20-24, 26-29, 32-35, 38-44, 46-58, 60	18
Digital Executive Producer	1, 3-6, 8-12, 16-17, 20-24, 26-29, 32-35, 38-44, 46-60	59
Administrative Assistant - News	1, 3-6, 8-12, 16-18, 20-24, 26-29, 32-36, 39-44, 46-58, 60	36

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I. VACANCY LIST

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Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Executive Producer I	1, 3-6, 8-13, 16-17, 20, 22-24, 26-29, 32-35, 38-41, 43-44, 46-58, 60	13
Account Executive - CW	1, 3-6, 8-12, 16-18, 20-24, 26-30, 32-35, 38-41, 43-44, 46-58, 60	18
Account Executive - CW	1, 3, 5-6, 8-12, 15-17, 20-24, 26-30, 32-34, 38-41, 43-44, 46-58	58
Sales Coordinator - CW	1, 3-6, 8-12, 15-18, 20-24, 26-29, 32-34, 38-41, 43-44, 46-58	58
Sales Coordinator - WJXT	1, 3-12, 15-17, 20-23, 26-29, 32-34, 38-41, 43-44, 46-58	7
Reporter	1-6, 8-13, 15-17, 20-23, 26-29, 32-34, 38-41, 43-44, 46-58	13
Reporter	1-6, 8-13, 15-17, 20-23, 26-29, 32-34, 38-41, 43-44, 46-58	2
Account Executive - WJXT	1, 3-12, 15-17, 20-23, 26-29, 32-34, 38-41, 43-44, 46-58	58
Administrative Assistant - News	1, 3-6, 8-12, 15-18, 20-24, 26-29, 32-34, 38-41, 43-44, 46-58	18
Account Executive - WJXT	1, 3-12, 15-17, 20-23, 26-29, 32-34, 38-41, 43-44, 46-58	7
Promotion Producer	1, 3-6, 8-12, 15-17, 20-23, 26-29, 32-34, 37-41, 43-44, 46-58	58
Promotion Producer	1, 3-6, 8-12, 15-17, 20-23, 26-29, 32-34, 37-41, 43-44, 46-58	37

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	602 Communications 4349 East Colter Street Pheonix, Arizona 85018 Phone : 602-954-8373 Email : slizik@602communications.com Sandy Lizik	N	0
2	Agency Referral	N	2
3	Ai Miami International University of Art & Design 1501 Biscayne Blvd, Suite 100 Miami, Florida 33132 Phone : 305-428-5973 Url : www.mymiu.edu Email : hprociv@aii.edu Holly Prociv	Y	0
4	Alabama State University Department of Communications P. O. Box 271 Montgomery, Alabama Phone : (334) 229-4140 Url : www.alasu.edu Email : etucker@alasu.edu Fax : 1-334-229-4985 Ella Tucker	Y	0
5	American Sportscasters Assn., Inc. 225 Broadway Suite 2030 New York, New York 10007 Phone : (212) 227-8080 Url : www.americansportscastersonline.com/ Email : LSchwa891@aol.com Fax : 1-212-571-0556 Louis Schwartz	N	0
6	Arizona State University 555 N. Central Ave. Suite 302 Phoenix, Arizona 85004 Phone : 602.527.0820 Url : http://cronkite.asu.edu/ Email : mike.wong@asu.edu Michael Wong	Y	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
7	ASU/Walter Cronkite School of Journalism 555 N Central Ave Ste 302 Phoenix, Arizona 85004 Phone : 606.527.0820 Email : mike.wong@asu.edu Mike Wong	N	16
8	Bethune-Cookman College 640 Second Avenue Daytona Beach, Florida 32015 Phone : (386) 481-2143 Email : bonnerd@cookman.edu Fax : 1-386-481-2139 Davita Bonner	N	0
9	Black College Community Association Florida A&M University 428 Tucker Hall Tallahassee, Florida 32307 Phone : (850) 599-3000 Email : vd_white@hotmail.com Fax : 1-850-599-3086 Valerie White	N	0
10	Broadcast Image Group 7744 Broadway Suite 100 San Antonio, Texas 78209 Phone : (210) 828-6664 Fax : 1-210-828-6225 Career Services	N	1
11	Collective Talent 1721 Richardson Place Tampa, Florida 33606 Phone : 813/254-9695 Email : bille@michaelsmedia.com Michael Bille	Y	0
12	Columbia University Graduate School of Journalism 2960 Broadway New York, New York 10027 Phone : 212-854-4422 Email : cujschool.careers@gmail.com Jacqueline DeLaFuente	Y	0
13	Consultant Referral	N	2
14	Current Employee	N	1

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
15	Daytona Beach Community College Career Devt. & Placement P. O. Box 2811 Daytona Beach, Florida 32120 Phone : (386) 506-3369 Email : mannind@DaytonaState.edu Fax : 1- - - Debra Manning	N	0
16	Dept. of Labor & Unemployment Division of Blind Services 1809 Art Museum Drive, #201 Jacksonville, Florida 32207 Phone : (904) 348-2730 Fax : 1-904-348-2737 Carol Michael	N	0
17	Edward Waters College Communications Department 1658 Kings Road Jacksonville, Florida 32209 Phone : (904) 355-3030 Email : amstarke@gmail.com Career Services	N	0
18	Employee Referral	N	10
19	Employment Agency	N	1
20	Flagler College P. O. Box 1027 St Augustine, Florida Phone : (904) 819-6286 Url : www.flagler.edu/ Email : jfurlong@flagler.edu Fax : 1-904-826-8515 Tara Stevenson	N	0
21	Florida A & M University 100 Student Union Plaza Martin Luther King Blvd. Tallahassee, Florida Phone : 850.599.3700 Email : delores.dean@famu.edu Delores Dean	N	0
22	Florida Atlantic University Associate Director SSB222, P. O. Box 3091 Boca Raton, Florida 33431 Phone : (561) 297-3533 Email : career@fau.edu Fax : 1-561-297-2740 Jennifer Berman	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
23	Florida State College at Jacksonville 101 W. State Street Jacksonville, Florida Phone : (904) 646-2300 Career Services Manual Posting	N	0
24	Florida State University Career Center University Center, Suite A400 Tallahassee, Florida Phone : (850) 644-6431 Jamie Flora	N	0
25	Former Employee	N	1
26	Full Sail University 3300 University Blvd Suite 160 Winter Park, Florida 32792 Phone : 866.807.3140 Url : www.fullsail.com/ Email : toberdick@fullsail.com Fax : 1-407-671-2240 Tom Oberdick	N	0
27	Graham Media Group 161 North Clark Suite 2900 Chicago, Illinois 60601 Phone : 3129176260 Email : careers@grahammedia.com Julie Dreixler	N	1
28	Grambling State University Box 4292 Dept of Mass Communication Grambling, Louisiana 71245 Phone : 318-274-2189 Email : dunns@gram.edu Dr. Sharon Ford-Dunn	Y	0
29	Howard University School of Communications 525 Bryant Street Washington, DC, Washington 20059 Phone : (202) 806-5806 Url : www.communications.howard.edu Email : cdudley@howard.edu Fax : 1-202-986-2911 Carol Dudley	N	0
30	Indeed.com	N	2

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
31	ITT Technical Institute 7011 A. C. Skinner Parkway #140 Jacksonville, Florida Phone : (904) 674-2871 Url : www.itt-tech.edu Email : trizzo@itt-tch.edu Fax : 1-904-573-0512 Tracy Rizzo	N	0
32	Jacksonville Job Corps Center 4811 Payne Stewart Drive Jacksonville, Florida 32209 Phone : (904) 360-8200 Url : jacksonville.jobcorps.org Email : moore.stan@jobcorps.org Fax : 1-904-632-5498 Stan Moore	Y	0
33	Jacksonville University Career Services 2800 University Blvd.N. Jacksonville, Florida Phone : (904) 256-7000 Career Services Manual Posting	N	0
34	Jacksonville Urban League Employment Coordinator 903 West Union Street Jacksonville, Florida 32204 Phone : (904) 366-6494 Email : jhwilson@jaxul.org Fax : 1-904-356-8369 Julia Wilson	N	0
35	Leadership Institute Broadcast Media Placement 1101 North Highland Street Arlington, Virginia 22201 Phone : 703-247-2000 Email : aharrison@leadershipinstitute.org A Harrison	N	0
36	Linked In	N	6

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
37	Linkedin.com unknown unknown, Florida Phone : 9045551212 Url : www.linkedin.com none none Manual Posting	N	1
38	MediaLine P. O. Box 51909 Pacific Grove, California 93950 Phone : (800) 237-8073 Email : medialine@medialine.com Mark Shilstone	N	0
39	Medill News Service 1325 G Street NW Suite 730 Washington, DC, North Carolina Phone : (202) 347-8700 Email : shearer@northwestern.edu Fax : 1- - - Ms Shearer	N	0
40	National Assn. Of Black Journalists 1100 Knight Hall Suite 3100 College Park, Maryland 20742 Phone : (301) 405-0248 Fax : 1-301-314-1714 Career Services	N	0
41	National Lesbian & Gay Journalists Assn. 1420 K Street NW Suite 920 Washington, DC, North Carolina 20005 Phone : (202) 588-9888 Email : info@nlgja.org Lynette Spencer	N	0
42	Native American Journalist Association U of Oklahoma, Gaylord College 395 West Lindsey Norman, Oklahoma 73019 Phone : (405) 325-9008 Fax : 1-405-325-6945 Ronnie Washines	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
43	Pennsylvania State University College of Communications 205 Carnegie Building University Park, Pennsylvania 16802 Phone : (814) 863-6081 Fax : 1-814-863-8044 Joseph Selden	Y	0
44	RCI Employment Services P. O. Box 19249 Jacksonville, Florida 32245 Phone : (904) 743-1002 Email : rciemploymentservices@rbhsinc.com Career Services	N	0
45	Recruiter	N	1
46	Ribault Full Service School 3701 Winton Drive Jacksonville, Florida 32208 Phone : (904) 924-1680 Email : sharonr@uwnefl.org Fax : 1-904-924-1684 Sharon Robinson	N	0
47	Shiloh Metropolitan Baptist Church 1118 West Beaver Street Jacksonville, Florida 32204 Phone : (904) 353-8829 Url : www.smbcjax.com/ Email : receptionist@smbcjax.com Fax : 1-904-353-2015 Merilyn Reed	N	0
48	South Asian Journalists Association Columbia Graduate School 2950 Broadway New York, New York 10027 Phone : (212) 854-5979 Email : sree@sree.net Career Services	N	0
49	St. Johns River Community College Career Services 2990 College Drive St. Augustine, Florida 32095 Phone : (386) 312-4259 Melissa O'Connell Manual Posting	N	0

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II. MASTER RECRUITMENT SOURCE LIST ("MRSL")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
50	Stetson University Career Services Flagler Hall, Room 100 Deland, Florida Phone : (386) 822-7315 Email : career@stetson.edu Annette Accorto	N	0
51	Syracuse University 215 University Place Syracuse, New York 13244 Phone : (315) 443-9092 Email : careers@syr.edu Debi Walker	Y	0
52	TV Jobs Broadcast Employment Services P. O. Box 4116 Oceanside, California 92052 Phone : (760) 754-8177 Url : www.tvjobs.com Email : jobs@tvjobs.com Mark Holloway	N	2
53	University of Central Florida Career Resource Center 4000 Central Fl Blvd,Bldg7F,Rm185 Orlando, Florida 32816 Phone : (407) 823-2361 Url : www.career.ucf.edu Email : career@mail.ucf.edu Fax : 1-407-823-5909 Career Services	N	0
54	University of Colorado at Boulder 1511 University Avenue # 478 UCB Boulder, Colorado 80309 Phone : (303) 492-5480 Email : Christine.Mahoney@Colorado.EDU Christine Mahoney	N	0
55	University of Florida College of Communications P. O. Box 118400 Gainesville, Florida Phone : (352) 392-0289 Email : kgraham@jou.ufl.edu Katrice Graham	N	0

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
56	University of Missouri Columbia, MO 65211 Columbia, , Missouri 65211 Phone : 9045551212 Url : http://missouri.edu/ Website Website Manual Posting	N	0
57	University of North Florida Director, Career Services 4567 St. Johns Bluff Road South Jacksonville, Florida Phone : (904) 620-2955 Email : CareerWings@unf.edu Anamarie Lelis	N	0
58	WJXT-TV 4 Broadcast Place Jacksonville, Florida 32207 Phone : (904) 393-9832 Url : www.news4jax.com Email : dfox@wjxt.com Fax : 1-904-339-9676 Keira Barnard	N	26
59	Word of Mouth Referral	N	1
60	Worksource 215 North Market St. Jacksonville, Florida Phone : (904) 798-9229 Url : www.employflorida.com Email : VPhillips@worksourcefl.com Fax : 1-904-356-5627 Vanessa Phillips	N	0
	TOTAL INTERVIEWS OVER REPORTING PERIOD:		**74**

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III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	10/4/2016	Establishment of training programs for station personnel	Lou Michaels Workshop	23	Anchors Reporters
2	10/26/2016	Participation in events or programs sponsored by educational institutions	University of Florida Career Interviewing Day	1	Promotions Producer
3	10/30/2016	Participation in other activities designed by the station employment unit	Station runs on-air EEO announcement	0	
4	10/30/2016	Participation in other activities designed by the station employment unit	The station has developed a full-time Sales Trainee Position	1	General Sales Manager
5	10/30/2016	Establishment of training programs for station personnel	Sales Account Executives attend monthly Sales Seminar Webcast	15	Account Executive
6	10/30/2016	Establishment of an intern program designed to assist members of the community	Participant in the Margaret Crawford Internship Program	1	Business Manager
7	10/30/2016	Establishment of training programs for station personnel	Weekly Digital Training on new products and product refinement	15	Account Executive Digital Sales Manager
8	10/30/2016	Establishment of training programs for station personnel	RTB Tier Introduction Ad Taxi Training	16	Account Executive Digital Sales Manager
9	10/30/2016	Establishment of training programs for station personnel	Individual 1/1 training for new hires: Reviewing full service digital capabilities deck and overview of all our vendor products Media Kit for news4jax.com, website stats, station sponsorships, all website products, rate cards - dashboard training and important links for digital products.	1	Digital Sales Manager
10	10/30/2016	Participation in other activities designed by the station employment unit	WJXT had developed a full-time News Producer Trainee Position	1	News Director
11	10/30/2016	Establishment of an intern program designed to assist members of the community	Station offer a year round internship program for those college students of 3rd or 4th year status who are taking the course for college credit	4	News Director General Sales Manager Creative Services Diretor Operations Manager

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12	10/30/2016	Establishment of training programs for station personnel	All new news employees are trained on the Lakana content management system formally know as IBS	1	Web Manager
13	10/30/2016	Participation in other activities designed by the station employment unit	Year-round tours of the television broadcast facility	1	Special Projects
14	10/30/2016	Establishment of an intern program designed to assist members of the community	Participate in the Emma Bowen Foundation Internship Program	1	Business Manager
15	10/30/2016	Establishment of training programs for station personnel	Digital Sales Manager weekly training for sales team during sales meetings	15	Account Executive
16	11/7/2016	Establishment of training programs for station personnel	AD Taxi Training with Tracey Vanderhoff	15	Account Executive General Sales Manager Local Sales Manager National Sales Manager
17	11/10/2016	Establishment of training programs for station personnel	After Effects Training	1	Photographer
18	11/15/2016	Establishment of training programs for station personnel	Larry Rickel Photographer Workshop	16	Photographer
19	12/16/2016	Establishment of training programs for station personnel	LTE Training	17	Photographer
20	1/11/2017	Establishment of training programs for station personnel	Boss School	20	Business Manager HR Admin News Director Gerneral Sales Manager
21	1/16/2017	Establishment of training programs for station personnel	Lou Michaels Workshop	23	Anchors Reporters
22	1/19/2017	Participation in events or programs sponsored by educational institutions	Student Shadowing Day - St Johns County Day	1	Anchor
23	1/20/2017	Establishment of training programs for station personnel	Auto Training by Lauren Batcheller	16	Account Executive Local Sales Manager VP Research

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24	2/7/2017	Participation in events or programs sponsored by educational institutions	FSU Career Day	1	Creative Services Director
25	2/8/2017	Participation in events or programs sponsored by educational institutions	FAMU Career Day	1	Creative Services Director
26	2/15/2017	Establishment of training programs for station personnel	AD Taxi Training with Tracey Vanderhoff	23	Account Executive Local Sales Manager National Sales Manager
27	2/16/2017	Establishment of training programs for station personnel	Wide Orbit Training	19	Account Executive Sales Assistant
28	2/21/2017	Establishment of training programs for station personnel	Larry/Stephanie Rickel Workshop	24	Executive Producer Producer Operations Manager News Director
29	3/1/2017	Establishment of training programs for station personnel	Digital Training for Editors	10	Editor
30	3/2/2017	Establishment of training programs for station personnel	Nicak - Database Training	1	Executive Producer
31	3/3/2017	Establishment of training programs for station personnel	Pointer - Opiate Coverage Training	1	Anchor/Reporter
32	3/8/2017	Establishment of training programs for station personnel	GHCO Admin Training	2	Business Manager HR Admin
33	3/29/2017	Participation in events or programs sponsored by educational institutions	UF Career Day	2	HR Admin Creative Services
34	4/4/2017	Establishment of training programs for station personnel	Reprize Digital Training	17	Reporter
35	4/10/2017	Establishment of training programs for station personnel	Buzz Board Training	15	Account Executive
36	4/14/2017	Participation in other activities designed by the station employment unit	NAB National Association of Broadcasters	2	General Manager Chief Engineer

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	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
37	4/21/2017	Establishment of training programs for station personnel	Reprize Digital Training	17	Reporter
38	4/21/2017	Participation in events or programs sponsored by educational institutions	UNF Department of Communications Advisory Board Meeting	3	Ambassador Anchor Ambassador
39	4/25/2017	Establishment of training programs for station personnel	VPN Training for the Sales Department	16	Account Executive
40	4/27/2017	Establishment of training programs for station personnel	AD Taxi Training with Tracey Vanderhoff	23	Account Executive Local Sales Manager National Sales Manager
41	5/8/2017	Establishment of training programs for station personnel	Lou Michaels Talent Coaching	1	Anchor/Reporter
42	6/1/2017	Establishment of training programs for station personnel	Nicak Digital with Visual Training	1	Web Manager
43	6/5/2017	Establishment of training programs for station personnel	Reach - Graham Media Group	75	Department Heads CEO
44	6/7/2017	Establishment of training programs for station personnel	Sales Presentation Training	6	Account Executive
45	6/12/2017	Participation in Job Fairs	ASU Media Sales	2	Business Manager Local Sales Manager
46	6/21/2017	Establishment of training programs for station personnel	IRE Investigative Reporter Editors Training	1	Anchor/Reporter
47	6/28/2017	Establishment of training programs for station personnel	LinkedIn Job Slot Training	1	HR Admin
48	7/5/2017	Establishment of training programs for station personnel	SAT Training	8	Photographer
49	7/6/2017	Establishment of training programs for station personnel	AD Taxi Training with Tracey Vanderhoff	22	Account Executive General Sales Manager Local Sales Manager National Sales Manager

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50	7/13/2017	Establishment of training programs for station personnel	OTT Training	21	Account Executive Local Sales Manager General Sales Manger National Sales Manager
51	7/19/2017	Establishment of training programs for station personnel	AD Taxi Training with Tracey Vanderhoff	22	Account Executive Local Sales Manager General Sales Manger National Sales Manager
52	7/19/2017	Establishment of training programs for station personnel	LTE Training	14	Photographer
53	7/19/2017	Establishment of training programs for station personnel	Reporter Training Seminar	17	Reporter
54	7/19/2017	Establishment of training programs for station personnel	Digital Training for Photographers	16	Photographer
55	8/11/2017	Participation in other activities designed by the station employment unit	NABJ National Association of Black Journalist	7	News Director Business Manager VP Human Resources Executive Producer
56	8/30/2017	Establishment of a mentoring program	comScore Training for Sales Coordinators	3	
57	9/7/2017	Participation in other activities designed by the station employment unit	NAHJ National Association of Hispanic Journalist	5	Executive Producer Producer News Director Business Manager
58	9/28/2017	Establishment of a mentoring program	Scarborough training for Sales Coordinators	3	