

FCC Annual Public File Report

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List of Full-Time Jobs Filled

For the period of December 1, 2007 through November 30, 2008

<u>Job Title</u>	<u>Department</u>	<u>Job Type</u>	<u>Date Filled</u>
Director of Underwriting	Underwriting	Professional	1/2/08
Administrative Assistant	Underwriting	Administrative	1/2/08
Administrative Assistant	Human Resources	Administrative	1/21/08
Producer/ Journalist	Radio	Professional	2/18/08
Producer/ Journalist	Radio	Professional	7/2/08
Master Control Operator	TV Operations	Technical	8/27/08
TV Account Executive	Underwriting	Sales	8/28/08
TV Account Executive	Underwriting	Sales	9/2/08
Administrative Assistant	Executive	Administrative	9/2/08
Master Control Operator	TV Operations	Technical	9/4/08
Director of Communications	Communications	Professional	11/24/08

Recruitment Sources Used To Fill Each Vacancy

<u>Job Title</u>	<u>Recruitment Source for Hire</u>	<u>Date Filled</u>
Director of Underwriting	Referral	1/2/08
Administrative Assistant	PBA website	1/2/08
Administrative Assistant	PBA website	1/21/08
Producer/ Journalist	PBA website	2/18/08
Producer/ Journalist	PBA website	7/1/08
Master Control Operator	PBA website	8/27/08
TV Account Executive	GDOL	8/28/08
Administrative Assistant	AJC Jobs.com	9/2/08
TV Account Executive	PBA website	9/2/08
Master Control Operator	AJCjobs.com	9/4/08
Director of Communications	PBA website	11/24/08
Director of LENS	-	Unfilled
WABE On-Air Host/Reporter	-	Unfilled
WABE Classical Host	-	Unfilled
Director of Radio	-	Unfilled

Recruitment Sources Utilized for Full-Time Vacancies

Producer/Journalist						
Internal (PBA)	PBA Website	Latin American Association	Atlanta Journal & Constitution	AJC Jobs.com	Fulton County Action Authority	Asia American Resource Center
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Department of Labor	Georgia Hispanic Chamber of Commerce				

TV Account Executive						
Internal (PBA)	PBA Website	Latin American Association	Atlanta Journal & Constitution	AJC Jobs.com	Fulton County Action Authority	Asia American Resource Center
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Department of Labor	Georgia Hispanic Chamber of Commerce	Kennesaw State University			

Master Control Operator						
Internal (PBA)	PBA Website	Atlanta Journal & Constitution	AJCjobs.com	Georgia Department of Labor	Fulton County Action Authority	Latin American Association
Asian American Resource Center	Georgia Hispanic Chamber of Commerce	Kennesaw State University	U. S. Department of Veterans Affairs - Atlanta Regional Office			

Administrative Assistant						
Internal (PBA)	PBA Website	Latin American Association	Atlanta Journal & Constitution	AJC Jobs.com	Fulton County Action Authority	Asia American Resource Center
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Department of Labor	Georgia Hispanic Chamber of Commerce				

Director of Radio						
Internal (PBA)	PBA Website	Latin American Association	Atlanta Journal & Constitution	AJC Jobs.com	Broadcast & Cable	Georgia Department of Labor
U. S. Department of Veterans Affairs - Atlanta Regional Office	Kennesaw State University	Georgia Hispanic Chamber of Commerce	Asia American Resource Center	Fulton County Action Authority	Current	

Director of Communications						
Internal (PBA)	PBA Website	Georgia Department of Labor	Atlanta Journal & Constitution	AJC Jobs.com	Latin American Association	Kennesaw State University
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Hispanic Chamber of Commerce	Asia American Resource Center	Fulton County Action Authority			

Director of LENS						
Internal (PBA)	PBA Website	Latin American Association	Atlanta Journal & Constitution	AJC Jobs.com	Georgia Department of Labor	Fulton County Action Authority
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Hispanic Chamber of Commerce	Asia American Resource Center				

WABE On-Air Host/Reporter						
Internal (PBA)	PBA Website	Fulton County Action Authority	Atlanta Journal & Constitution	AJC Jobs.com	Asia American Resource Center	Georgia Department of Labor
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Hispanic Chamber of Commerce	JournalistUSA	CPB	Journalismjobs.com	Journalismnext.com	National Association of Black Journalists
Newsjobs.com						

WABE Classical Host						
Internal (PBA)	PBA Website	Georgia Hispanic Chamber of Commerce	Atlanta Journal & Constitution	AJC Jobs.com	Fulton County Action Authority	Georgia Department of Labor
U. S. Department of Veterans Affairs - Atlanta Regional Office	Asia American Resource Center					

Director of Underwriting						
Internal (PBA)	PBA Website	Latin American Association	Atlanta Journal & Constitution	AJC Jobs.com	Fulton County Action Authority	Asia American Resource Center
U. S. Department of Veterans Affairs - Atlanta Regional Office	Georgia Department of Labor	Georgia Hispanic Chamber of Commerce	Current	CPB	Broadcast & Cable	

* A complete listing of sources used for recruitment purposes with specific contact information has been compiled and listed in the section, Recruitment Sources Contact Information.

Recruitment Sources Contact Information

Contact Name	Recruitment Source	Email	Address	City, State, Zip	Phone	Fax	Type
Martha Kuhn	Latin American Assoc.	mkuhn@latinamericanassoc.org	2750 Buford Hwy.	Atlanta, GA 30324	404-638-1837	404-638-1806	Fax
Juanita Rivera	Georgia Hispanic Chamber of Commerce	Jrivera@ghcc.org	2801 Buford Highway, Suite 500	Atlanta, GA 30329	404-929-9998	404-929-9908	Fax
Charles Griffin	Atlanta Journal & Constitution	cgriffin@ajc.com	817 West Peachtree, Suite 600	Atlanta, GA 30303	404-526-2525	404-726-7596	Fax
Cliff Johnson	AJCjobs.com	postajob@ajcjobs.com or cjohnson@ajc.com	817 West Peachtree, Suite 600	Atlanta, GA 30303	404-526-2534	NA	Internet
Wayne Sharpe	Public Broadcasting Atlanta	wsharpe@wabe.org	2080 Rockledge Rd. NE	Atlanta, GA 30324	678-553-1302		Email
Frank Holloway	Fulton Atlanta Community Action Authority	fholloway@bellsouth.net	250 Georgia Ave., Suite 200	Atlanta, GA 30312	404-523-7590	404-527-6022	Fax
Connie Gee	Asian American Resource Center	aarc@aarc-atlanta.org	6045 Atlantic Blvd.	Norcross, GA 30071	770-270-0663	770-270-0979	Fax
Jenn Kler	U.S. Department of Veterans Affairs-Atlanta Regional Office	Jennifer.kler@vba.va.gov	1670 Clairmont Rd # 5a104	Decatur, GA 30033	404-929-3164	404-929-3168	Email
Nea Hightower	National Association of Black Journalist	nabj@nabj.org	8701-A Adelphia Rd.	Adlephia, Maryland	301-445-7100	301-445-7101	Internet
Warren Smith	Georgia Department of Labor	Warren.smith@dol.state.ga.us	148 International Blvd., N.E.	Atlanta, GA 30303-1751	404-679-4929	404-679-4929	Email
Elana Denis	Broadcasting & Cable	elana.denis@reedbusiness.com	360 Park Avenue South	New York, New York 10010	646-746-6741	303-265-2275	Internet/Periodical
Monica Williams	Newsjobs.com	newsjobs@newsjobs.com or jobs@morris.com	P.O. Box 936	Augusta, GA 30903	1-800-622-6358 ext. 3310	N/A	Internet
Erica Wee	Journalismnext.com	info@journalismnext.com	N/A	Virginia	(703) 629-0178	N/A	Internet
Dan Rohn	Journalismjobs.com	contact@journalismjobs.com	N/A	Berkeley, California	510-653-1521	N/A	Internet
Carol Robinson	Corporation for Public Broadcasters	www.cpb.org	401 Ninth Street, NW	Washington, DC 20004-2129	202-879-9600	N/A	Internet
Danielle Mungin	Current	classifieds@current.org	1612 K. St., NW, Suite 704	Washington, D.C. 20006	202-463-7055 ext. 36	202-463-7056	Email
Steve Steckle	JournalistUSA	steven@music-jobs.com	714 N. La Brea	Los Angeles, CA 90038	323-932-7885	N/A	Internet
Lori L. Trahan	Kennesaw State University	ltrahan@kennesaw.edu	Career Services Center 1000 Chastain Road, Box 0118	Kennesaw, GA 30144	770-423-6555	770-423-6517	Internet

Total Number of Interviewees & Total Number of Interviewees Referred by Each Recruitment Source

Listed are those sources for which interviewees were referred and actually interviewed.

Atlanta Journal Constitution (Newspaper).....	4
AJCjobs.com.....	13
Indeed.....	3
CareerBuilder.....	2
Monster.com.....	1
Internal Posting at PBA (Breakroom Job Board)	
Referrals (Referred by Station Employees).....	4
Referrals (Other).....	5
PBA (Website).....	15
GA Department of Labor.....	3
Randstad.....	1
 Total # of Interviewees.....	 51

Description of Supplemental Outreach Initiatives

PBA Internship Program

The Public Broadcasting Atlanta internship program enables High School students, College Students (regardless of classification), and recent graduates of universities to gain real world experience in the world of broadcasting. As interns, students or recent graduates will work in a specified area of their interest. The experience that our internship program provides (depending on the area for which a student may participate in) can be in the form of: research, journalism, administrative, technical, professional, writing, etc. to be used for school credit or not.

Internships are offered throughout the year and lasts no longer than a 9 month period. Methods of recruitment are as follows:

- Posting Internship opportunities on local colleges and university campus websites.
- Emailing/Faxing internship opportunities to local college and universities.
- Contacting employment services/departments within local colleges and universities.
- Posting opportunities on PBA website.

Interns must complete the application process, show some experience in desired area of interest as a skill requirement in order to be considered for an open internship. The application, along with a resume and references need to be submitted to PBA. The application will be rated by the Manager for the area that the applicant is applying for. After a round of interviews, the PBA Manager will select the best candidate(s) to receive an internship based on the eligibility requirements and qualifications.

Internship Report: There were twelve (12) interns during this reporting period.

Career/Internship/Volunteer Fairs

<u>Institutions</u>	<u>Date</u>
Clark Atlanta University Annual Career Fair.....	February 22, 2008
Contact: Sheila McDaniel	
Phone: 404-880-6791	
Attendee(s): Kenneth Brown, Director of Human Resources & Carrie Daniels, Administrative Assistant	
 Fall 2008 Career Fair at Emory University.....	 September 10, 2008
Contact: Tricia Herald	
Phone: 404-712-9438	
Attendee(s): Kenneth Brown, Director of Human Resources & Carrie Daniels, Administrative Assistant	
 Fall Career Fest 2008 Kennesaw State University.....	 September 11, 2008
Contact: Pauline Jones	
Phone: 770-423-6555	
Attendee(s): Kenneth Brown, Director of Human Resources & Carrie Daniels, Administrative Assistant	
 GDOL & 100 Black Men of Atlanta 8 th Annual Atlanta Football Classic Career Fair..	 September 26, 2008
Contact: Mark Lucas	
Phone: 404-679-0509	
Attendee(s): Kenneth Brown, Director of Human Resources & Carrie Daniels, Administrative Assistant	
 Georgia State University Career Fair.....	 November 19, 2008
Contact: Ramona Simien	
Phone: 404-413-1830	
Attendee(s): Kenneth Brown, Vice President of Human Resources	
 <u>Co-Sponsored Career Fair</u>	
Broadcaster's Job Fair.....	February 6, 2008
Co-sponsorship with the Georgia Association of Broadcasters (GAB and University of Georgia Athens	
Contact: Contact: Kathy Haugen	
Phone: 770-395-7200	
Attendee(s): Kenneth Brown, Vice President of Human Resources & Carrie Daniels, Administrative Assistant	
 Broadcaster's Job Fair.....	 April 11, 2008
Co-sponsorship with the Georgia Association of Broadcasters (GAB) and Congressman David Scott	
Contact: Contact: Kathy Haugen	
Phone: 770-395-7200	
Attendee(s): Kenneth Brown, Vice President of Human Resources	
 Broadcaster's Job Fair.....	 September 16, 2008
Co-sponsorship with the Georgia Association of Broadcasters (GAB) and Clark Atlanta University	
Contact: Contact: Kathy Haugen	
Phone: 770-395-7200	
Attendee(s): Kenneth Brown, Vice President of Human Resources & Carrie Daniels, Administrative Assistant	

Training Programs For Station Personnel That Could Qualify Them For Higher Level Positions

Digital Master Control Training.....December 3rd- 7th, 2007

Trainers: Crispin Automation Systems

This training that took place over the course of a week that allowed fulltime and part-time operators to each have four (4) hours of training to develop skills and knowledge of a digital master control system, air operation/air scheduling knowledge, systems and workflow as well as decision making in a digital master control environment.

Attendance included: Six fulltime operators and one part-time operator.

Management Training Ensuring Equal Opportunity in Broadcasting

Management Training Session.....February 4, 2008

Trainer: Kenneth Brown, VP of Human Resources

Training session with managers and directors to review AETC's EEO filing process, FCC EEO rules, recruiting/interviewing techniques, outreach activities, elements and information included in the EEO file as well as any Q&A.

Attendance included: CFO, Sr. VP of Engineering, Sr. VP & GM, Director of Development, Director of Finance, Director of Educational Services, Director of New Media and Director of Engineering.