

EEO PUBLIC FILE REPORT 2023

ANNUAL EEO Public File Report for WHDH, Boston, MA and WLVI, Cambridge, MA (12/1/22-11/30/23)

EEO Recruitment Outreach

Any reference to WHDH or WHDH-TV also refers to WLVI as well.

Job vacancies, which were filled within the reporting period, are listed with information on the sources utilized for recruitment. The list identifies the sources utilized for each position, the recruitment source of the hiree and the number of persons interviewed from each source.

All of the sources listed below in the “Agency Mailing List” received notices for all of the job vacancies filled during the preceding year. Specifically, WHDH sent mailings biweekly to these agencies announcing all job opportunities at WHDH and inviting interested applicants to submit resumes, view the latest job and internship opportunities on our website, etc.

In addition, several of the vacancies specify “ADS” in the “Recruiting Sources” column. “ADS” is a general term for WHDH’s external advertising of open positions. Unlike those sources listed in the “Agency Mailing List,” these ADS sources, which are listed separately below, are only utilized for certain vacancies. With respect to each vacancy filled during the preceding year, the particular ADS source(s) is/are separately listed in the “Recruiting Sources” column.

All open positions also are posted on the stations’ websites, www.whdh.com, www.wlvi.com, along with internship information. The Massachusetts Division of Unemployment Assistance accesses these sites to update its job data bank.

All employment notices and advertisements or listings indicate that WHDH is an equal opportunity employer.

Outreach Initiatives (12/1/22-11/30/23)

1. Human Resources representative for WHDH-TV attended Massachusetts Broadcasters Association’s Career Fairs (Virtual) the weeks of December 5-9, 2022, March 6-10, 2023, September 11-15, 2023 and November 27-December 1, 2023.
2. Human Resources representative for WHDH-TV attended the Quinnipiac University Career Connections Day (Virtual) on February 10, 2023. Current students learned about career and internship opportunities currently available at the station.

3. Human Resources representative for WHDH-TV attended Suffolk University's (in person) Communication and Marketing Career Fair on February 16, 2023. Current students learned about career and internship opportunities currently available at the station and answered questions from students pertaining to the broadcast industry.
4. Human Resources representative for WHDH-TV attended Boston University's 2023 Fall Internship and Career Fair (in person) on October 18, 2023. Current students learned about career and internship opportunities currently available at the station.
5. Human Resources representative for WHDH-TV attended the Emerson College Career Fair (in person) the evening of October 18, 2023. Current students learned about career and internship opportunities currently available at the station.
6. Human Resources representative for WHDH-TV attended Massachusetts College of Liberal Arts Fall Internship and Career Fair (Virtual) on October 19, 2023. Current students had the opportunity to learn about career and internship opportunities currently available at the station.
7. Human Resources Manager hosts students at WHDH for college internships during 3 semesters-Spring/Summer/Fall. Students come from a variety of colleges. Each intern attends an orientation at the start of his or her semester. Internships are advertised with mailings to local colleges and by posting all on our website at all times. We had a total of 30 interns over the course of these 3 semesters from the following schools in addition to 2 co-op students from Northeastern University that were with us from January thru June of 2023.

School Attended	# of Interns in 2023
Boston University	3
Brandeis	1
Bryant	1
Bucknell University	1
Cornell University	1
Emerson	3
Emmanuel College	1
Endicott	1
Framingham State	1
George Washington University	2
Lasell University	2
Merrimack	1
Northwestern University	1
Penn State University	1

Providence College	1
Quinnipiac University	3
Siena College	1
Southern Connecticut State University	1
Suffolk	1
Syracuse	1
Umass Amherst	2
	30

AGENCY MAILING LIST

ABCD Employment and Training
 Attn: Career Development
 178 Tremont Street
 Boston, MA 02111

UMass Boston
 Attn: Career Services and Internships
 Campus Center – 1st Floor – 1300 Street
 100 Morrissey Blvd
 Boston, MA 02125

Asian American Civic Association
 Attn: Employment Services
 87 Tyler Street, 5th Floor
 Boston, MA 02111

Boston NAACP
 Attn: Human Resources (617) 427-9494
 PO Box 301779
 Boston, MA 02130

Cambridge Employment Programs
 Attn: Human Services (617) 349-6200
 51 Inman Street
 Cambridge, MA 02139

Community Team Work Inc.
 Attn: Lisa Wholey (978) 459-0551
 155 Merrimack Street
 Lowell, MA 01852

EMPath
 Attn: Alicia Divers (617) 259-2900

308 Congress St, 5th Floor
Boston, MA 02210

EDGE Publications, Inc.
Attn: HR Dept. (617) 422-0707
434 Massachusetts Ave
Suite 501
Boston, MA 02118

Emerson College
Attn: Career Services, Lorelei Riseman (617) 824-8586
216 Tremont Street
Boston, MA 02116

Emmanuel College
Attn: Career Services (617) 735-9930
400 The Fenway
Boston, MA 02115

Enable Inc. Administration
Attn: Career Services (781) 828-4770
605 Neponset St.
Canton, MA 02121

Lesley University
Career Resource Center
29 Everett St.
Cambridge, MA 02138

N.A.A.C.P Brockton Branch
Attn: Phyllis (508) 587-0502
P.O. Box 1535
Brockton, MA 02303

New England Institute of Technology
Career Services
Attn: Patricia Blakemore (401) 739-5000
One New England Tech Blvd.
East Greenwich, RI 02818-1205

Salem State University
Attn: Career Services
352 Lafayette Street
Salem, MA 01970

Urban League of MA

Attn: Career Center (617) 442-4519
88 Warren St.
Roxbury, MA 02119

Youth Build Cambridge Just-A-Start
Attn: Career Counselor (617) 492-1460
1175 Cambridge Street.
Cambridge, MA 02139

Suffolk University
Attn: Morgan Austin
73 Tremont Street
Boston, MA 02108

ADS SOURCES

LinkedIn.com - 24 interviewees from this source

Indeed.com – 4 interviewees from this source

Showbizjobs.com – 4 interviewees from this source

Ziprecruiter.com – 4 interviewees from this source

whdh.com – 22 interviewees from this source

Tvjobs.com – 0 interviewees from this source

Handshake.com – 8 interviewees from this source

Handshake.com-Local Universities including:
Assumption University/ www.joinhandshake.com
Bentley University/ www.joinhandshake.com
Boston University/www.joinhandshake.com
Brandeis University/ www.joinhandshake.com
College of the Holy Cross/ www.joinhandshake.com
Emerson College/Emerson.edu
Fitchburg State University/www.joinhandshake.com
Gordon College/ www.joinhandshake.com
Merrimack College/ www.joinhandshake.com
Nichols College/ www.joinhandshake.com
Northern Essex Community College/ www.joinhandshake.com
Stonehill College/www.joinhandshake.com
Suffolk University/www.joinhandshake.com
Salem State University/www.joinhandshake.com

Simmons College/www.joinhandshake.com
University of Massachusetts Boston/ www.joinhandshake.com

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If your organization would like to receive job vacancy notices from WHDH-TV, please send us your Name, address, telephone number, e-mail address, fax number and contact person to the following address:

Dawn Eggleston at deggleston@whdh.com, Human Resources Manager

ANNUAL EEO PUBLIC FILE REPORT WHDH BOSTON, MA and WLVI, CAMBRIDGE, MA

12/01/2022-11/30/2023

JOB #	JOB TITLE	RECRUITING SOURCES	NUMBER OF REFERRALS PER SOURCE	NUMBER INTER-VIEWED PER SOURCE	HIRE SOURCE
4024	Sales Coordinator	WHDH WEBSITE INTERNAL POSTINGS AGENCY MAILINGS SCHOOL/FORMER INTERN EMPLOYEE REFERRAL	6	2	
		ADS- tvjobs.com, showbizjobs.com, Indeed, LinkedIn, Handshake	5	4	LinkedIn
4025	Writer	WHDH WEBSITE INTERNAL POSTINGS AGENCY MAILINGS AGENT REFERRAL SCHOOL/FORMER INTERN	4	4	

		EMPLOYEE REFERRAL				
		ADS- showbizjobs.com, tvjobs.com, Handshake	6	1	website	
4033	Marketing and Research Assistant	WHDH WEBSITE	46			
		INTERNAL POSTINGS				
		EMPLOYEE REFERRAL				
		AGENCY MAILINGS				
		AGENT REFERRAL				
		ADS- showbizjobs.com, tvjobs.com, Handshake	70	4	handshake	
4034	Accounts Receivable Credit Manager	WHDH WEBSITE	1			
		INTERNAL POSTINGS				
		EMPLOYEE REFERRAL				
		AGENCY MAILINGS				

		ADS- showbizjobs.com, tvjobs.com, Indeed.com, Ziprecruiter	72	4	Indeed
4036	Post Production Editor	INTERNAL POSTINGS WHDH WEBSITE AGENCY MAILINGS EMPLOYEE REFERRAL SCHOOL/FORMER INTERN ADS-tvjobs.com, showbizjobs.com, LinkedIn	5	1	LinkedIn
4039	Sales Coordinator	INTERNAL POSTINGS WHDH WEBSITE AGENCY MAILINGS EMPLOYEE REFERRAL FORMER INTERN ADS-tvjobs.com, showbizjobs.com, LinkedIn, Handshake	28	2	LinkedIn

4040	Writer	INTERNAL POSTINGS	2	1	
		WHDH WEBSITE	10		
		AGENCY MAILINGS			
		FORMER EMPLOYEE		1	
		AGENT REFERRAL			
		ADS- showbizjobs.com, tvjobs.com, LinkedIn	3	2	Internal Candidate
	Network Administrator	INTERNAL POSTINGS			
4045		WHDH WEBSITE	2	2	
		AGENCY MAILINGS			
		EMPLOYEE REFERRAL			
		FORMER INTERN			
		ADS-tvjobs.com, showbizjobs.com, Ziprecruiter	3	3	Website
		INTERNAL POSTINGS			
4047	Producer	WHDH WEBSITE	9	1	
		AGENCY MAILINGS			
		EMPLOYEE REFERRAL	2	2	Employee Referral

		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com, LinkedIn	61			
		INTERNAL POSTINGS				
4048	Producer	WHDH WEBSITE	9	1	website	
		AGENCY MAILINGS EMPLOYEE REFERRAL	2	2		
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com,LinkedIn	61			
		INTERNAL POSTINGS	1	1	Internal candidate	
4050	Executive Coordinator	WHDH WEBSITE	5			
		AGENCY MAILINGS EMPLOYEE REFERRAL				
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com, LinkedIn	4	4		
		INTERNAL POSTINGS	5	5		
4051	Videotape Coordinator	WHDH WEBSITE	11	1		

		AGENCY MAILINGS				
		EMPLOYEE REFERRAL				
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com, handshake	11	3		Handshake
4054	Writer	INTERNAL POSTINGS	1	1		
		WHDH WEBSITE	3	3		website
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL				
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com				
4057	Videotape Coordinator	INTERNAL POSTINGS				
		WHDH WEBSITE	11	2		website
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL	1	1		
		FORMER INTERN				
		AGENT REFERRAL				

		ADS-tvjobs.com, showbizjobs.com, handshake, LinkedIn	11	2	
4062	Reporter	INTERNAL POSTINGS WHDH WEBSITE AGENCY MAILINGS EMPLOYEE REFERRAL FORMER INTERN	1	1	employee referral
		AGENT REFERRAL ADS-tvjobs.com, showbizjobs.com	2	2	
4066	Digital Journalist	INTERNAL POSTINGS WHDH WEBSITE AGENCY MAILINGS EMPLOYEE REFERRAL FORMER INTERN	1	1	
		ADS-tvjobs.com, showbizjobs.com, LinkedIn	4	4	LinkedIn
4068	Traffic Assistant	INTERNAL POSTINGS WHDH WEBSITE	14		

		AGENCY MAILINGS					
		EMPLOYEE REFERRAL					
		FORMER INTERN					
		ADS-tvjobs.com, showbizjobs.com, handshake, LinkedIn	3	3		LinkedIn	
4069	Graphics Operator	INTERNAL POSTINGS					
		WHDH WEBSITE	4	2		website	
		AGENCY MAILINGS					
		EMPLOYEE REFERRAL					
		FORMER INTERN					
		ADS-tvjobs.com, showbizjobs.com, Handshake	1	1			
4072	Anchor-Sporter	INTERNAL POSTINGS	1	1			
		WHDH WEBSITE	66	1		website	
		AGENCY MAILINGS					
		EMPLOYEE REFERRAL	1	1			
		FORMER INTERN					
		ADS-tvjobs.com, showbizjobs.com	2				

4076	Director of Administration and Finance	INTERNAL POSTINGS	1			
		WHDH WEBSITE	66			
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL	3	3		Employee Referral
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com, Indeed	32			
4080	Technician-Maintenance	INTERNAL POSTINGS	1	1		
		WHDH WEBSITE	2			
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL				
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com, LinkedIn	3	2		LinkedIn
4086	Writer	INTERNAL POSTINGS				
		WHDH WEBSITE	5	1		
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL	4	4		Employee Referral
		FORMER INTERN				

		ADS-tvjobs.com, showbizjobs.com				
	Associate Director/Stage Manager					
4095		INTERNAL POSTINGS	1	1	1	Internal Candidate
		WHDH WEBSITE	4		1	
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL	1		1	
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com				
	News Operations Manager					
4098		INTERNAL POSTINGS	11	10	10	Internal Candidate
		WHDH WEBSITE	1			
		AGENCY MAILINGS				
		EMPLOYEE REFERRAL				
		FORMER INTERN				
		ADS-tvjobs.com, showbizjobs.com				
	Photographer/Editor					
4099		INTERNAL POSTINGS	1	1	1	
		WHDH WEBSITE	4		2	
		AGENCY MAILINGS				
		AGENT				

