



Maine Public Broadcasting Network

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Annual EEO Public File Report Portland Station Employment Unit

The purpose of this EEO Public File Report (“Report”) is to comply with Section 73.2080(c)(6) of the FCC’s EEO Rule. This report was prepared on behalf of the Station Employment Unit of WMEA-FM, and is required to be placed in the public inspection file of this station, and posted on its Web site, if it has a Web site.

The information contained in this Report covers the time period beginning December 1, 2008 to and including November 30, 2009 (the “Applicable Period”).

The FCC’s EEO Rule requires that this Report contain the following information:

1. A list of all full-time vacancies filled by the Station(s) comprising the Station Employment Unit during the Applicable Period;
2. For each such vacancy, the recruitment source(s) utilized to fill the vacancy (including, if applicable, organizations entitled to notification pursuant to Section 73.2080(c) (I)(ii) of the new EEO Rules, which should be separately identified), identified by name, address, contact person and telephone number as available;
3. The recruitment source that referred the hiree for each full-time vacancy during the Applicable Period;
4. Data reflecting the total number of persons interviewed for full-time vacancies during the Applicable Period and the total number of persons interviewed of interviewees referred by each recruitment source utilized in connection with such vacancies; and
5. A list and brief description of the initiatives undertaken pursuant to Section 73.208(c)(2) of the EEO Rule.

Attachments 1, 2 and 3, which follow have been designed, in the aggregate, to provide the required information. Please note that the numbers listed on Attachment 2 under the column entitled “Full-Time Positions for Which This Source was Utilized” refer to the number of the full-time job positions listed on Attachment 1.

For purposes of this Report, a vacancy was deemed “filled” not when the offer was extended but when the hiree accepted the job offer. A person was deemed “interviewed” whether he or she was interviewed in person, over the telephone or by e-mail.

Television • Radio • Education • Internet

With offices and studios in Bangor, Lewiston and Portland
mpbn.net

Attachment 1
EEO Public File Report
 Covering the Period 12/1/08 to 11/30/09
 Station(s) Comprising Station Employment Unit: **Portland**
(WMEA-FM)

Section 1: Vacancy Information

	Full-time Positions Filled by Job Title	Total Interviewed	Recruitment Source of Interviewees	Recruitment Source of Hired Employee
1 - 2	Underwriting Representative (two positions available)	9	E: MPBN Web Site - 3 F: JobsinMaine.com - 1 G: ME Assn of Nonprofits Web Site - 2 D: Previous applicant - 1 B: Referral - 2	Referral - 1 Previous applicant - 1

Total Number of Persons Interviewed During Applicable Period - 9

Attachment 2
EEO Public File Report
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Section 2: Master Recruitment Source List

	Recruitment Source Information	Total Number of Interviewees Provided by Source During This Period (if any)	Full-Time Positions For Which This Source Was Utilized
A	Internal Posting		1
B	Employee Referral	2	1
C	Walk-In Job Seeker		
D	Previous Applicant	1	1
E	Maine Public Broadcasting Corporation Web site http://www.mpbn.net	3	1
F	Jobs in Maine Web site http://www.jobsinmaine.com	1	1
G	Maine Association of Nonprofits (MANP) Lydia Badger Membership Coordinator MANP 565 Congress St., Ste 301 Portland, ME 04101 207/871-1885 http://www.manp.org	2	1
H	Career Center Lewis R. Bradford lewis.r.bradford@maine.gov 45 Oak St., Ste 3 Bangor, ME 04401-7902 888/828-0568 207/561-4066, fax		1
I	Craig's List Susan MacTavish Best http://www.craigslist.org/accounts/login		1
J	Corporation for Public Broadcasting Web site http://www.cpb.org/jobline		1

K	<p>PBS Connect (Public Broadcasting Service internal Web posting) https://secure.connect.pbs.org/wb/default.asp?action=10&fid=51 (requires user name and password to post)</p>		1
L	<p>National Alliance of State Broadcasters Associations Web site Suzanne D. Goucher Executive Director The Maine Association of Broadcasters 207/623-3870 207/621-0858, fax</p>		1
M	<p>Donna Rinaldi (afpnne@choiceonemail.com) Administrator Association of Fundraising Professionals Northern New England Chapter (AFP-NNE) 6 Dover Point Rd, Ste B Dover, NH 03820 603/742-1971 603/742-6347, fax</p>		1
The following organizations requested and received notification of job openings.			
AA	<p>Claudette Moore, Employment Specialist (cmoore@creativeworksystems.com) Creative Work Systems 229 Lisbon St Lewiston, ME 04240 207/795-6737</p>		1
BB	<p>Robin Weymouth (rporter_2@msn.com) Katahdin Region Coordinator Women, Work and Community 28 Balsam Dr Millinocket, ME 04462 207/723-9331</p>		1
CC	<p>Beverly Bayer (bayer@maine.edu) Student Services Coordinator University College at Thomaston 42 Main St Thomaston, ME 04861 800/286-1594</p>		1
DD	<p>Faye Ivers (faye.ivers@maine.gov) ASPIRE 396 Griffin Rd Bangor, ME 04401-3002 207/561-4174</p>		1

EE	<p>Patricia A. Kimball (pkimball@wellspringsa.org) Executive Director Wellspring, Inc. 51 Broadway Bangor ME 04401 207/941-1612</p>		1
FF	<p>Hillary Verrill (hverrill@bates.edu) Bates College Career Services Bates College 31 Frye St Lewiston, ME 04240 207/786-6399 207/786-6126, fax</p>		1
GG	<p>Nancy Burns (nburns@emcc.edu) Eastern Maine Community College 354 Hogan Rd Bangor, ME 04401 207/974-4604</p>		1
HH	<p>Tammy Nelson (tnelson@nmcc.edu) Career Counselor Northern Maine Community College 33 Edgemont Dr Presque Isle, ME 04769 207/768-2747</p>		1
II	<p>Tina Erskine (terskine@wccc.me.edu) Executive Associate / HR Coordinator Washington County Community College One College Drive Calais, ME 04619 207/454-1002 207/454-1017, fax</p>		1
JJ	<p>Debra A. Dumond (ddumond@yccc.edu) Assistant Dean of Students York County Community College 112 College Dr Wells, ME 04090-5341 207/646-9282, Ext 302</p>		1
KK	<p>Dale A. Ruopp, MSW, CRC (Dale.A.Ruopp@Maine.gov) Casework Supervisor, Dept of Labor Division of Vocational Rehabilitation 45 Oak St, Ste 1 Bangor, ME 04401 207/561-4012 207/561-4027, fax</p>		1

LL	<p>Carlene Miller (pinedu@penobscotnation.org) Dept of Education & Career Services Penobscot Nation 6 River Rd Indian Island, ME 04468 207/827-7776</p>		1
MM	<p>Maureen Bernabei (Mbernabei@ginne.org) Manager of Employment Services Goodwill Industries of Northern New England 353 Cumberland Ave Portland, ME 04101 207/761-8455</p>		1
NN	<p>Wayne Woodbury (wwoodbury@smccme.edu) Facilities Coordinator, Communications Dept Southern Maine Community College 2 Fort Rd S Portland, ME 04106 207/741-5581</p>		1
OO	<p>Barbara DeVaney (devaney@umpi.maine.edu) University of Maine at Presque Isle 181 Main St Presque Isle, ME 04769-2888 207/768-9750 207/768-9617, fax</p>		1
PP	<p>Bill Devine (bill@nescom.edu) Placement Director New England School of Communications 1 College Circle Bangor ME 04401 207/941-7176 207/947-3987/fax</p>		1
QQ	<p>Tom Novak (tnovak@sjcme.edu) Director, Career Services Center Saint Joseph's College of Maine 278 Whites Bridge Rd Standish, ME 04084-5263 207/893-6637 207/893-6638, fax</p>		1
RR	<p>Sandra M. Jorgensen, Ed.D. M.H.R.T./C. (workchoices@sacoriver.net) Employment Consultant WorkChoices PO Box 241 Waterboro, ME 04087 207/247-4770</p>		1

Total Number of Persons Interviewed During Applicable Period

9

Attachment 3
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Section 3: Prong 3 Outreach Initiatives

**Establishment of an internship program designed to assist members
of the community in acquiring skills needed for broadcast employment:**

A University of Southern Maine student completed an unpaid 14-hour per week internship in News & Public Affairs in April of 2009. The internship earned this student three university credits for gathering phone and field audio, assisting reporters as needed, conducting research, and providing some Web news content updates. This internship supported the Bangor and Portland SEUs.

A Tufts University student entering his senior year completed a full-time, unpaid, seven-week internship with the MPBN Web Team during the summer months of 2009. This internship focused on posting news and other content updates to the MPBN Web site each day covering the areas of radio, television, "Experience" magazine and the mpbn.net lifelong learning service. The intern also participated in capturing audio at special on- and off-site events promoting MPBN and its goals. This internship supported the Augusta / Lewiston, Bangor and Portland SEUs.

A student from Bowdoin College completed a full-time, unpaid internship working with our radio classical music host on promotion and programming of a summer music festival series over roughly eight weeks during the summer of 2009. She conducted and recorded interviews, and produced brief programs to promote the music festival series events held throughout Maine and Atlantic Canada. This internship supported the Bangor and Portland SEUs.

A student from the University of Southern Maine completed a 14-hour per week, unpaid internship in the News & Public Affairs Department, participating in daily radio and periodic television news operations making telephone calls and collecting information on audio for news reporting purposes. This internship supported the Augusta / Lewiston, Bangor and Portland SEUs.

Establishment of an internship program designed to assist members of the community to acquire skills needed for broadcast employment.

A recent graduate of the University of Edinburgh completed a seven-week internship in the fundraising area of the organization concentrating on a quick study of the radio, television, Internet and education aspects of our business in order to develop a case statement for a planned capital fundraising campaign to support our not-for-profit organization. This internship supported the Augusta / Lewiston, Bangor and Portland SEUs.

Listing of each upper-level category opening in a job bank or newsletter of media trade groups whose membership includes substantial participation of women and minorities:

The employment openings for the Portland SEU were listed on the Web sites of:

1. The National Alliance of State Broadcasters Associations at "Career Page", the National Broadcast Job Bank.
2. The Corporation of Public Broadcasting at "Jobline", for jobs in public broadcasting.
3. "Jobs in Maine" which includes an organizational profile of MPBN.
4. Maine Public Broadcasting at "About Us / Careers at MPBN".
5. PBSConnect which is the Web site for the Public Broadcasting Service.

Participation in events or programs sponsored by educational institutions relating to career opportunities in broadcasting:

On March 18, 2009, representing the Bangor and Portland SEUs, our Deputy Director of News & Public Affairs hosted a student from Greeley High School in a job shadow of her duties in radio news gathering, reporting, assignments to and supervision of our staff of news reporters.

Representing the Bangor and Portland SEUs, one of our radio News Producers spoke to a class of 100 at the New England School of Communications on March 19, 2009 about journalism, news production, the current state of the news business and how we decide what stories to report, etc. She also discussed with the class her path to radio news from a college major in journalism.

Also on March 19, 2009, our Director of News & Public Affairs hosted two students from Southern Maine Community College in a job shadow of his duties with radio, television, and new media production as the primary focus. This job shadow represented the Augusta / Lewiston, Bangor and Portland SEUs.

On March 20, 2009, our Director of News & Public Affairs spoke to 13 students in broadcasting at the SALT Institute for Documentary Studies about the process of radio and television news and public affairs story development. This event represented the Augusta / Lewiston, Bangor and Portland SEUs.

Our "Morning Edition" Producer hosted a student from Casco Bay High School in a week-long job shadow / informal internship focused on radio news production in March 2009. The student observed radio operations, then reported, edited and produced a story for air. This job shadow / informal internship represented the Bangor and Portland SEUs.

On June 8, 2009, our Senior Vice President and Chief Technology Officer along with our Broadcast Facilities Manager provided a facility tour to 80 third, fourth and fifth grades from Corinth Elementary School. The tour lasted about two hours and focused on broadcast operations and the equipment, technology and jobs required. This tour represented the Augusta / Lewiston, Bangor and Portland SEUs.

On November 4, 2009 our "Morning Edition" Producer hosted a tour of the facility by 10 SALT Institute for Documentary Studies focusing on audio production. This activity represented the Bangor and Portland SEUs.

On November 5, 2009, representing the Bangor and Portland SEUs, our "Morning Edition" Producer hosted a tour of 20 journalism students from the New England School of Communications focusing on audio production.

Also, on November 5, 2009 our Senior Vice President and Chief Technology Officer hosted seven New England School of Communications students in a training and demonstration of remote wiring and troubleshooting. This activity represented the Augusta / Lewiston, Bangor and Portland SEUs.

Training to management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.

MPBN's Director of Human Resources routinely reviews a corporate document of tips on how to conduct fair and consistent interviews and, most importantly, a list of 17 topic areas to avoid that could lead to discrimination. This review is done on a one-to-one basis with each hiring manager.