

EEO Public File Report

Arkansas Educational Television Network (AETN)

February 1, 2011 – January 31, 2012

Full-Time Positions Filled

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*	Number Interviewed	Number Hired
1	Ed. & Instruction Coordinator	11/22/10	2/7/11	AETN Internal Electronic Bulletin Board	1	1
				PBS Express		
				AR State Jobs Website	2	
				Arkansas Democrat Gazette		
				AETN.org	1	
1	Donor Services Associate	1/7/11	2/23/11	AETN Internal Electronic Bulletin Board		
				PBS Express		
				Arkansas Democrat Gazette		
				Log Cabin Democrat	3	
				AETN.org	3	1
2	Ed. & Instruction Coordinator	7/28/11	8/25/11	AETN Internal Electronic Bulletin Board	3	2
				PBS Express		
				AR State Jobs Website	2	
				AETN.org		
				Personal Contact		

**Prong 3 Longer-Term Recruitment Initiatives
Implemented During Previous Year**

No.	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1		<p>University of the Ozarks (Participate in events relating to broadcast careers)</p> <p>University of Central Arkansas (Participate in events relating to broadcast careers)</p> <p>U. S. Dept. of Veterans Affairs & AR Dept. of Workforce Services Veterans Job Readiness Workshop (Participate in opportunity for employers to connect with Veterans seeking jobs.)</p>	<p>Career Fair on March 17, 2011 in Clarksville. Expose college students to the broadcasting environment.</p> <p>Career Fair on April 1, 2011 in Conway. Expose college students to the broadcasting environment.</p> <p>Veterans Job Readiness Workshop on April 8-9, 2011 in Little Rock. Expose Veterans to broadcasting careers and resources.</p>	<p>Spoke to approximately 56 students interested in broadcasting. Also discussed Internship and Volunteer Opportunities at AETN.</p> <p>Spoke to approximately 73 students interested in broadcasting. Also discussed Internship and Volunteer Opportunities at AETN.</p> <p>Spoke to Arkansas Veterans interested in broadcasting and assisted job seekers with resumes. Also discussed Internship and Volunteer Opportunities at AETN.</p>	<p>Lela Hodges, Human Resources Manager; Melissa Stamps, Payroll & Benefits Specialist</p> <p>Mike McCullars, Director of Special Projects</p> <p>Yolanda Carman, Adult and Career Education Coordinator</p>

2	On-Going	Participate in Job Fairs	Continuing to participate in job fairs by station personnel who have substantial responsibility in making hiring decisions.	Educate & recruit students in all areas of television for positions within our agency.	All levels, station-wide
3	On-Going	Establishment of an Internship Program	Continuing to accept students into this program which is designed to develop broadcast employment skills.	Educate & recruit students in all areas of television and support activities for college credit.	All levels, station-wide
4	On-Going	Establishment of a Mentoring Program	Continuation of the Mentoring Program for each new employee at AETN.	Mentors are selected by the Executive Director or Deputy Director for new personnel. Assigned mentors are peers from all divisions.	All levels, station-wide
5	On-Going	Establishment of Training Programs	Offer continuous training to AETN Staff through the Inter-Agency Training Program (IATP) & On-Site Training Opportunities.	Training needs are defined by state and agency policy for eligible employees to be promoted.	All levels, station-wide