

## EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period 11/21/22 to 11/20/23.

- 1) Employment Unit: Atlanta Television Station WUPA Inc.
- 2) Unit Members (Stations and Communities of License): WUPA-TV Atlanta, GA
- 3) EEO Contact Information for Unit Member:

Mailing Address: 2700 Northeast Expressway Building A Atlanta, GA 30345	Telephone Number: 404-325-6969
	Contact Person: Keisha Lancelin
	E-mail: krlancelin@wupatv.com

### I. FULL TIME VACANCIES (identified by Job Title)

Job Title	Recruitment Source of Hire
Account Executive	Employee Referral
Account Executive	ViacomCBS Website

### II. RECRUITMENT SOURCE LIST

Code	Name of Organization Notified of Job Vacancy:	Contact Person:	Address:	Phone Number:	Notification Request? (Yes or No)	Interviewed:
1	ViacomCBS website	Vanita Capobianco	1515 Broadway New York, NY 10019	212.975.5713	Yes	3
2	First Advantage America's job exchange Indeed.com Simplyhired.com Glassdoor.com Vetsuccess.com Disabledperson.com Asianhires.com Allhispanicjobs.com Africanamericanhires.com	Vanita Capobianco	1515 Broadway New York, NY 10019	212.975.5713	No	1
3	GA Department of Labor	<a href="http://www.dol.state.ga.us">www.dol.state.ga.us</a>	2943 North Druid Hills Rd Atlanta, GA 30329-3909	404-982-7985	No	
4	GAB Georgia Association of Broadcasters	<a href="https://www.gab.org/jobs/">https://www.gab.org/jobs/</a>	6 West Druid Hills Drive NE, Suite 330 Atlanta, GA 30329 <a href="http://www.careerpage.org">www.careerpage.org</a> <a href="http://www.gab.org">www.gab.org</a>	770.395.7200	No	
5	NAB National Association of Broadcasters	Alex Siciliano <a href="mailto:Asiciliano@nab.org">Asiciliano@nab.org</a>	1 M Street SE Washington, DC 20003 <a href="http://www.nab.org">www.nab.org</a> or <a href="http://www.nabef.org">www.nabef.org</a>	202.429.5300	No	

6	Latin American Association	<a href="mailto:main@latinamericanassoc.org">main@latinamericanassoc.org</a>	2750 Buford Hwy Atlanta, GA 30324 <a href="http://www.latinamericanassoc.org">www.latinamericanassoc.org</a>	404.638.1800	No	
7	TVjobs.com	<a href="mailto:info@tvjobs.com">info@tvjobs.com</a>	PO BOX 4116 Oceanside, CA 92052	760.754.8177	No	
8	NATAS National Academy of TV Arts & Sciences	<a href="mailto:natasadmin@natassoutheast.tv">natasadmin@natassoutheast.tv</a>	PO BOX 11613 Atlanta, GA 30355	470- 455-6809	No	
9	Spots-n-Dots	Dai A. Korba <a href="mailto:dai@spotsndots.com">dai@spotsndots.com</a>	1635 Old Highway 41 NW, Ste. 112-338 Kennesaw, Ga 30152 <a href="http://www.spotsndots.com">www.spotsndots.com</a>	888.884.2630	No	
10	Linked-In	Keisha Lancelin <a href="mailto:krlancelin@cbs.com">krlancelin@cbs.com</a>	2700 NE Expressway Bldg. A-700 Atlanta, GA 30345	404.325.6969	No	2

#### Additional Sources of Interviewees

11	Internal Station Posting	Keisha Lancelin	2700 Northeast Expressway Building A Atlanta, GA 30345	404.325.6969	Yes	
12	Employee Referral	Various	Various	Various	Yes	5

<b>Candidates Interviewed 11/21/22– 11/20/23</b>	<b>11</b>
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### III. SUPPLEMENTAL RECRUITMENT MEASURES

#### (a) Job Fairs

Description of Recruitment Measure:	Date:	Personnel Involved:
Chattahoochee Technical College – Participant	December 9, 2022	Public Affairs Director
Clark Atlanta University – Participant	February 10, 2023	Public Affairs Director
Savannah College of Art & Design – Participant	February 24, 2023	Public Affairs Director
AUC Consortium Career Fair – Participant	September 15, 2023	Public Affairs Director

#### (b) Internships

Description of Recruitment Measure:	Date:	Personnel Involved:
The University of Georgia partnership with Atlanta Broadcast Advertising Club matches sales executives with graduating seniors to mentor. CBS VP and Director of Sales matched and mentored a student with advertising aspirations.	October 2023	CBS VP/Director of Sales

**(c) Participation in Events Sponsored by Educational Institutions Related to Careers in Broadcasting**

Description of Recruitment Measure:	Date:	Personnel Involved:
Clark Atlanta University – Participated in mock interviews for broadcast students with an emphasis on television production.	November 30, 2022	Public Affairs Director
Clark Atlanta University – Participated in resume review workshops for broadcast students with an emphasis on television production.	November 30, 2022	Public Affairs Director
University of Georgia Grady College of Journalism and Mass Communication Virtual Career Fair	February 8, 2023	CBS VP/Director of Sales
The Media Sales Institute partnership with the National Association of Black Owned Broadcasters Foundation convene to motivate students interested in sales careers. Local and National sales managers participate and meet with students individually and in group sessions.	June 15, 2023	Local Sales Manager

**(d) Training - Management Personnel: Ensuring Equal Employment Opportunity and Preventing Discrimination**

Description:	Personnel Involved:	Describe Training:
Paramount Business Conduct Statement (BCS) October 2023	All Full-time Employees	The BCS is the Company's Code of Conduct. Beyond detailing our company priorities and policies (including valuing diversity and inclusion, promoting a harassment-free workplace, and special responsibilities of leaders and supervisors), the BCS is a key resource to help employees navigate any number of sensitive and complex situations that may arise at work.
Inclusive Leadership Training June 2023	News Leadership Team	Interactive workshop with Stations' senior leadership team, as well VP and Director level. Focused on effective leadership culture, with leaders serving as "upstanders" during daily interactions, taking action to advocate for others, and creating an open environment where employees' voices are valued and opposing ideas are welcome.
Paramount Web-Based Compliance Training Modules Distributed to all Full-Time Employees and New Hires - Courses rotate throughout the years and include Preventing Sexual Harassment, Non-Discrimination and Anti-	All Full-time Employees	Paramount employees complete required e-training courses for the purposes of reiterating adherence to standards outlined in the Business Conduct Statement, as well as

Harassment training. July 2023		the company's Non-Discrimination and Anti-Harassment policy. The trainings include outlining steps employees should take if they believe unlawful practices occur in the workplace. These policies are also available in the Paramount Human Resources policy guide which is accessible to all employees on the Total Rewards portal and Internal Resource Center.
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**(d) Training – Personnel: Programs to Enable Station Personnel to Acquire Skills for Higher Positions**

Description:	Personnel Involved:	Describe Training:
Propel – Learning at Paramount  (Ongoing)	Available to All Full Time Staff Employees	Propel is Paramount's Learning and Development portal, which contains learning options, approaches and programs to help employees and managers develop new skills and grow their careers at Paramount. It includes weekly "lightning" courses on focused skills to enable our people managers to be even better leaders, and expanded monthly courses for all employees on diverse topics such as emotional intelligence and courageous conversation – all aimed at supporting personal growth and professional development.
LearnLab (LinkedIn Learning, getAbstract, Brainstorm)  (Ongoing)	Available to All Full Time Staff Employees	An enormous library of on-demand learning courses and opportunities available to all full-time staff employees. Designed to enable station personnel to acquire skills that could qualify them for higher level positions within the company.
Goal-Setting and Performance Feedback  (Ongoing)	Available to All Full Time Staff Employees	Performance Development program for employees and managers to drive meaningful and ongoing conversations about impact and growth. Employees establish goals that are clear, high-impact and aligned to priorities and receive feedback from managers to proactively assist them in their career development.