

**Annual EEO Public File Report
WGBH Educational Foundation
November 23, 2024 - November 21, 2025**

This Annual EEO Public File Report lists all full-time vacancies filled during the reporting period for the employment unit comprised of the following Massachusetts stations:

WGBH-TV	(Boston)	WCAI(FM)	(Woods Hole)
WGBX-TV	(Boston)	WNAN(FM)	(Nantucket)
WGBH(FM)	(Boston)	WFXZ (CD)	(Boston)
WCRB(FM)	(Lowell)	WZAI(FM)	(Brewster)

All open full-time positions were listed on the station's website.

Notices for all open full-time positions were sent to each of the organizations listed in Appendix C except as noted below.

In addition, notices of all full-time job openings are automatically posted to www.indeed.com, [LinkedIn.com](https://www.linkedin.com), [Glassdoor.com](https://www.glassdoor.com) (web-based job aggregators), and eQuest. Each job posted with eQuest is forwarded to over 40 affinity professional organizations and to a pool of over 400 community organizations within a 50-mile radius of the position's location. (Additional information in Appendix C).

In addition to sources listed in Appendix C and those notified via eQuest, advertisements or notices used for particular position openings are listed in the Recruitment Report (Appendix A).

For the position of Chief People Officer that was filled in during the reporting period, WGBH used the executive search firm M2 Partners to conduct a nationwide search for qualified candidates. M2 Partners was tasked with using its strong network of Human Resources professionals across multiple industry sectors, and to provide WGBH with a slate of candidates from a variety of backgrounds. WGBH is committed to widely recruiting for all full-time job vacancies consistent with the EEO rules and believes the use of an executive search firm with an excellent track record was appropriate and more likely to identify a qualified candidate than its usual recruitment efforts.

Appendices:

Appendix A: Recruitment Report listing all full-time positions that were filled during the current reporting period, including recruitment sources.

Appendix B: A summary of the Supplemental Outreach initiatives undertaken by the employment unit during the current reporting period.

Appendix C: Recruitment Source List identifying each organization that receives notice of all full-time openings.

Appendix A
Recruitment Source List For Hires

Job Requisition with Title	Number of Candidates Interviewed	Hire Source	Job Postings Used in Addition To Those Listed in Appendix C
R002951 Director of Communications	1	Websites -> WGBH.org	
R002968 Post Production Assistant	3	Social Network -> LinkedIn	
R002984 Accessibility SME	5	Social Network -> LinkedIn	
R002935 FRONTLINE/CUNY J - School Reporting Fellow	1	Job Fair -> Job Fair	
R002979 Podcast Producer/Host	1	Websites -> WGBH.org	
R003035 Accounts Payable Specialist	1	Current Employee	
R002982 World Radio Producer	2	Websites -> WGBH.org	CPB.org; Airmedia.org; sej.org
R002977 Managing Director Membership	2	Websites -> WGBH.org	
R002998 Accessibility Analyst for NCAM	1	Websites -> WGBH.org	
R003001 Senior Contracts Manager	4	Social Network -> LinkedIn	CPB.org
R003060 Senior Radio Producer	1	Websites -> WGBH.org	
R002857 Strategic Communications Writer	7	Social Network -> Glassdoor	
R003063 Senior Development Associate	1	Social Network -> Indeed	Hireculture.org; CPB.org
R002995 Outreach and Engagement Manager	3	Social Network -> LinkedIn	CPB.org; Hireculture.org; Alpfa.org
R003067 Assistant Editor	1	Websites -> WGBH.org	
R003057 Digital Associate Producer	2	Social Network -> LinkedIn	
R003093 Digital Producer - PBS Creative Voices	1	Social Network -> LinkedIn	
R003021 FRONTLINE Columbia J-School Reporting Fellow	1	Job Fair -> Job Fair	
			Mediabistro.com, NABJ.org, Nahj.org; Media Mavens google listerv; New England News Collaborative slack channel; PBS Digital Studios slack; The Video Consortium Slack channel; The Publish Press
R003066 Executive Producer/Showrunner	5	Social Network -> LinkedIn	
R003089 Radio Associate Producer	5	Employee/Former Employee Referral	
R003136 Editor (Filled)	1	Employee/Former Employee Referral	
R003117 Radio Reporter/Announcer	1	Websites -> WGBH.org	
R003072 FRONTLINE/Missouri J-School Reporting Fellow	1	Employee/Former Employee Referral	
R003121 Radio Producer/Announcer	1	Employee/Former Employee Referral	Hireculture.org; publicmediajobs.org; Muck Rack; Arts Journal
R003128 Content Producer, GBH Music	5	Employee/Former Employee Referral	
R003131 Senior Researcher-Education	5	Social Network -> LinkedIn	
R003100 Senior Major Gifts Officer	5	Social Network -> LinkedIn	Assoc. of Fundraising Proffesional of Mass, Women in Development

Appendix A
Recruitment Source List For Hires

Job Requisition with Title	Number of Candidates Interviewed	Hire Source	Job Postings Used in Addition To Those Listed in Appendix C
R003164 Senior Major Gifts Officer	1	Social Network -> LinkedIn	Assoc. of Fundraising Professionals of Mass, Women in Development
R003156 Executive Assistant	4	Employee/Former Employee Referral	
R003165 Fundraising Production Assistant	2	Websites -> WGBH.org	
R003198 Senior Series Producer	1	Websites -> WGBH.org	
R003152 Science Curriculum Specialist	1	Social Network -> LinkedIn	
R003185 Development Assistant, Planned Giving	1	Employee/Former Employee Referral	

Appendix B

Supplemental Outreach Activities WGBH Educational Foundation November 23, 2024 – November 21, 2025

During the reporting period, GBH engaged in the following Supplemental Outreach Activities as part of its continuing efforts to create and maintain a talented workforce providing educational programming to its communities of license and nationwide.

1. Internship Programs

GBH hosts interns for the fall, spring, and summer semesters. GBH internships are short-term work experiences that allow students to observe and participate in a professional work environment and explore how their interests relate to possible careers in media. The GBH internship program provides important learning opportunities that can help students make informed decisions about their career path. GBH interns can:

- Get an inside view of a major media organization and learn about the culture at GBH
- Gain valuable and practical skills and knowledge
- Make professional connections in media to enhance their network
- Get experience in media that enables students to make career transitions

The total number of GBH interns for the reporting period was 64.

In addition, GBH partnered with Bunker Hill Community College to host a student in our Information Technology department as part of a structured internship program. This program spanned 10 weeks and 150 hours.

GBH also partnered with Bentley University to host a student in our Human Resources department. The Bentley student is participating in a 10-week, 70-hour program focused on gaining practical experience with Human Resource Information Systems (HRIS).

2. Training Programs for Station Personnel

A. LinkedIn Learning Self-Directed Online Training

LinkedIn Learning courses were made available to employees during the reporting period.

B. Masterclass Self-Directed Online Training

Masterclass online courses were made available to employees during the reporting period. Skills developed included: Leadership, Communication, Personal Growth, and Creativity.

C. Learning and Development Virtual Training

Virtual Management Essentials training on delivering feedback, coaching for employee success, and employee relations to managers of people. Delivered an adaptive management series focused on adapting management practices to a hybrid work environment, delivered virtually by the GBH Learning and Development team. Training sessions include recognition while remote, managing through challenging times and leading through challenges. A parallel course for individual contributors, "Thriving in a hybrid workplace," was piloted and delivered.

Leading Interns is a self-paced, on demand learning course designed for people who give work direction to GBH interns.

Creating Collaborative Goals is another self-paced, on demand course focused on the process of developing job performance related goals and personal development goals as a conversation for both employees and managers.

Compliance for Federally Funded Programs is a self-directed training for individuals who work on projects that have aspects of federal funding. Topics of the training include, ethics, responsible spending, and tracking time.

D. Learning and Development In-Person Training

Managing in Action in-person training on managing topics like differences, communication, change management, and conflict resolution. Delivered in person to engage participants in management topics and with subject matter experts across GBH. Also included in the training is group coaching with the participants, and case study analysis of management cases.

Emotional Intelligence Series is a series of hybrid workshops, facilitated in person, on four areas of emotional intelligence available to all employees. The workshops focus on understanding the concepts of emotional intelligence, what each component of emotional intelligence looks like in the workplace, and recommendations on increasing emotional intelligence.

A Public Speaking program at GBH was created to help employees prepare to speak in public, whether it is for work or for personal life. Topics include different aspects of speaking in public sessions of practice with peers and colleagues to get real time feedback to improve their skills.

3. Participation in Career Events/Job Fairs

Date Attended	Sponsoring Organization
1/23/2025	Umass Amherst at Mt Ida Career Fair
2/11/2025	Bentley College Career Fair
2/11/2025	Lasell University Career & Internship Fair 2025
2/26/2025	MassArt - Creative Internship & Job Fair 2025
2/27/2025	2025 Suffolk University: Creative, Communication & Marketing Career Fair
3/1/2025	Unify Career Summit
3/5/2025	UMASS Boston Career Fair
3/12/2025	Bunker Hill Community College Career Fair
5/12/2025	North Shore Community College
8/6/2025	NABJ Conference & Career Fair

4. Participation in Events Sponsored By Educational Institutions

Date Attended	Event	Educational Institution	Description
2/12/25	BU SPJ Event	Boston Univ.	GBH News and HR members on panel addressing broadcasting career pathways
2/19/25	Students on-site visit	Merrimack College	
3/19/25	Communication, Arts, & Marketing Event	Boston College	GBH employee/BC alum and GBH HR reps spoke with students about roles in broadcasting, networking, and career advice
11/12/25	Public Service & Social Impact Networking Night	Boston Univ.	GBH HR representative engaged in networking discussions highlighting broadcasting careers in the nonprofit space.
3/12/25	Presentation to college class	Salem State	GBH News and HR member spoke with students about broadcasting careers and industry opportunities

Appendix C
Recruitment Source List
WGBH Educational Foundation
November 23, 2024 - November 21, 2025

WGBH partners with eQuest to share all job openings. They are shared on over 40 job boards (Appendix C-1) and through community outreach (Appendix C-1 A).

For community outreach, eQuest partners with over 400 organizations nationally and sends to organizations within a 50-mile radius of a job position's location.

In addition, all of these job opening announcements are aggregated on indeed.com, LinkedIn, and Glassdoor for further distribution.

Appendix C-1

Job Board Postings (eQuest)
WGBH Educational Foundation
November 23, 2024 - November 21, 2025

Board Name	Board Description	Target Audience
State Employment Boards / Community Organizations	Job listings are sent to state employment boards based on the position's location. The listings are also sent to the following locations within a 50-mile radius of the job location's zip code: local employment offices; local veteran's offices; local organizations/associations; local colleges/universities; and local vocational/rehabilitation centers	Veterans, Disability, Women, Minority, General Public
Hire A Hero	Hire A Hero was created to provide free employment services to returning service members and their families. It acts as a pipeline to online social networking tools, allowing them to make connections to find a rewarding career.	Veterans
JOFDAV	disABLEDperson, Inc. and the associated job board Job Opportunities for Disabled American Veterans (JOFDAV) are the basis for a public charity whose primary focus is disability employment. The site is accessible per Section 508 standards. JOFDAV.com is a listed resource on the National Resource site. Jobs are also sent to the following sites: Jooble, Jobquest.mass.gov, Careeronestop, SimplyHired, sourceamerica.org,	Disabled American Veterans
RecruitABILITY	RecruitABILITY's primary focus is disability employment. recruitABILITY is affiliated with disABLEDperson, Inc. Job notices are also sent to: job.trovit, veteransfamiliesunited.org, SimplyHired, askjan.org, https://tapability.org/, Googlejobs, scholarship.com, Careeronestop.org, and multiple state workforce development boards.	Disabled Persons
Additional Community Job Posting Sites	African American Community	
	American Indian Community	
	Asian American Community	
	Persons with Disabilities	
	Gay/Lesbian Community	
	Hispanic American Community	
	Senior Citizen Community	
	Veteran Community	
	Women Community	

Appendix C-2

Community Outreach for Job Postings
WGBH Educational Foundation
November 23, 2024 - November 21, 2025

Action Inc. Compass Youth Program - (mhoward@actioninc.org)
American Job Center Enfield - Lorna McLeod (lorna.mcleod@ct.gov)
American Job Center - Hartford - Martha Rolon (mrolon@capitalworkforce.org)
American Job Center - Montville - Gumwatty Garcia (ggarcia@tvcca.org)
Attleboro Area School to Career Partnership - (alouro@schooltocareer.info)
Brattleboro Career Resource Center, Vermont Department of Labor -
Cindy Delgatto (labor.vtjobs@vermont.gov)
Bryant University - Patricia Miernicki (pmiernic@bryant.edu)
Career Opportunities - Orleans, MA 02653 (kdower@jteccorp.com)
CareerCenter at Portland - (portland.careercenter@maine.gov)
CareerCenter at Springvale - Springvale, ME 04083 (allen.blackstone@maine.gov)
Catholic Charities - Boston - (info@ccab.org)
Catholic Charities North - (info@ccab.org)
Community Action of Franklin Hampshire and North Quabbin Regions -
(info@communityaction.us)
Eastern Nazarene College Quincy, MA - (dianne.f.mcdonough@enc.edu)
EDCO - (ajay.edco@gmail.com)
Girls, Inc. of Lynn - (info@girlsinclynn.org)
Hartford Communities That Care - (info@hartfordctc.org)
Hartford CT American Job Center - (donna.smith@ct.gov)
Hartford CT American Job Center - (Ronald.Catania@ct.gov; ryan.barry@ct.gov)
LARE-CAN - (JodiHowshan@americantraininginc.com)
Las Centro Americas - Merari Alvarado (info@centrolasamericas.org)
Lasell College Career Services Edwards Student Center -
Career Services Lasell College (careerServices@lasell.edu)
Massachusetts Bay (MassBay) Community College -
Julie Ginn (Director of Career and Internship Services) (jginn@massbay.edu)
MassHire Boston Career Center - Maddrey Goode (contact@masshirebostoncareerctr.org)
MassHire Cape and Islands Career Center Hyannis -
Kristina Dower, Career Center Director (info@masshire-capeandislands.com)
MassHire Central - Worcester Career Center -
(AponteY@masshirecentralcc.com; JoyceD@masshirecentralcc.com)
MassHire Central - Worcester Career Center - (info@masshirecentralcc.com)
MassHire Central - Worcester Career Center - (RyanW@masshirecentralcc.com)
MassHire Fall River Career Center - Beth Ann Viveiros (help@masshirebristol.org)
MassHire Framingham Career Center - Angela Grant (agrant@masshiremsw.com)

MassHire Franklin/Hampshire Career Center –
 Edie Smith, Operations Manager (info@masshirefhcareers.org)
 MassHire Greater Brockton Career Center - John Murray (info@masshiregbcc.org)
 MassHire Greater New Bedford Career Center - Dr. James Daniels (info@masshiregnbcc.com)
 MassHire Holyoke Career Center - David Gadaire (info@masshireholyoke.org)
 MassHire Lowell Career Center - Nancy Gagnon (nancy.gagnon@masshirelowellcc.com)
 MassHire Merrimack Valley Career Center - Lawrence - (hosea.montague@mass.gov)
 MassHire Merrimack Valley Career Center - Lawrence - (leta.mcdonald@mass.gov)
 MassHire Merrimack Valley Career Center - Lawrence - (lrohrer@masshiremvcc.com)
 MassHire Merrimack Valley Workforce Board - Calvin C. Willaims (bnorris@masshiremvwb.org)
 MassHire Metro North Career Center in Woburn –
 Lee-Ann Johnson (jobsearchhelp@mhmnmcc.com)
 MassHire South Shore Career Center - (AClough@masshiress.com)
 MassHire South Shore Career Center - (JRobinson@MassHireSS.com)
 MassHire Southbridge Career Center - Deborah Baillargeon (info@masshirecentralcc.com)
 MassHire Springfield Career Center - Kevin Lynn (admin@masshirespringfield.org)
 MassHire-North Shore Youth Career Center - Ann-Marie O`Keefe (masshire-nscareers.org)
 More Than Words - (info@mtwyouth.org)
 MY TURN - Manchester, Central High School Diploma Plus Program - (nwilliams@my-turn.org)
 MY TURN - Nashua High Schools North & South Diploma Plus Program - (jwilliams@my-turn.org)
 New England College - Eugene Durkee (Director, Career & Life Planning) (edurkee@nec.edu)
 NH WORKS - Laconia - Carol Aubut (Jorge.F.Archundia@nhes.nh.gov)
 NH WORKS - Manchester - Luc Mailloux (Kevin.A.Myers@nhes.nh.gov)
 NH WORKS - Portsmouth - Catherine Gordon (Catherine.V.Gordon@nhes.nh.gov)
 NH WORKS - Salem - Michael Theriault (nhes_employer.assist@nhes.nh.gov)
 NH WORKS - Somersworth - Catherine Gordon (Catherine.V.Gordon@nhes.nh.gov)
 North Central Massachusetts Youth Council –
 Kelley French (kfrench@masshirenorthcentralwb.com)