Welcome to Clarke University!

Clarke is a great place to work and to grow as a person and as a professional. As a Catholic educational institution sponsored by the BVM’s, we are well known for our great tradition of excellence and caring. This reputation has been earned by the people who have preceded you as employees of Clarke University. They too were once new to the university environment. Through their dedication to students and their commitment to excellence, they have created this exceptional institution so highly respected for the quality of its educational offerings and its expression of religious beliefs.

You are welcomed into this great tradition of leadership in education and service. My hope for you is that you flourish in this exciting and challenging environment and that you too soon contribute in tangible and meaningful ways to the ongoing reputation of Clarke University as a great place to learn and a great place to work.

This handbook was developed to describe some of the expectations of our employees and to outline the policies, programs, and benefits available to eligible employees. Employees should familiarize themselves with the contents of the employee handbook as soon as possible, for it will answer many questions about employment with Clarke.

We hope that your experience here will be challenging, enjoyable, and rewarding. Again, welcome!

Sincerely,

Sister Joanne M. Burrows, SC, Ph.D
President
Clarke University