

# **Employee Informational Packet**

Greetings and Welcome to Dickinson College!

In an effort to help you make the most informed decision possible for selecting the optimal professional environment, we have prepared this informational packet. The information provides links and resources that may enhance your experience working in the Carlisle area, including information on important employee policies, campus resources, and local goods and services.

Though some information is subject to change, especially information related to community resources and area businesses, we have tried to make this list as accurate as possible.

## Dickinson College's governance and structure:

http://www.dickinson.edu/homepage/301/college\_governance

## Dickinson College's organizational chart:

http://www.dickinson.edu/download/downloads/id/5244/organizational\_chart\_oct\_2015.pdf

## Academic Departments' governance and structure:

https://www.dickinson.edu/homepage/199/academic\_programs

#### **Dickinson College's Employee policies:**

New hires page: http://www.dickinson.edu/info/20083/human resource services/433/new hires

Benefits overview: http://www.dickinson.edu/info/20043/about/1617/campus\_policies\_manual

#### Professional development and wellness page:

http://www.dickinson.edu/homepage/195/professional development and wellness

## **Equity, Diversity & Inclusion resources:**

Dickinson College's Diversity page: <a href="http://www.dickinson.edu/homepage/255/diversity">http://www.dickinson.edu/homepage/255/diversity</a>

## Disability services for faculty and staff:

Please consult with Arlene Bones, Director of Human Resource Services, for more information: <a href="http://www.dickinson.edu/info/20083/human\_resource\_services/428/human\_resource\_services\_s">http://www.dickinson.edu/info/20083/human\_resource\_services\_s</a> <a href="http://www.dickinson.edu/info/20083/human\_resource\_services/428/human\_resource\_services\_s">http://www.dickinson.edu/info/20083/human\_resource\_services/428/human\_resource\_services\_s</a>

# LGBTQ Services for faculty and staff:

Faculty and staff link:

http://www.dickinson.edu/info/20228/lgbtq\_services/843/faculty\_administrators\_and\_staff

## **Childcare options:**

https://www.dickinson.edu/homepage/66/dickinson\_college\_children\_s\_center

**Carlisle and Harrisburg area community info:** *The information on the services and businesses below is provided for informational purposes and does not constitute an endorsement.* 

General info:

Town of Carlisle link: http://www.dickinson.edu/homepage/367/town of carlisle

Borough of Mechanicsburg: <a href="http://mechanicsburgborough.org/">http://mechanicsburgborough.org/</a>

City of Harrisburg: <a href="http://harrisburgpa.gov/">http://harrisburgpa.gov/</a>

Cultural and Community Resource Organizations:

Asian Indian Americans of Central PA http://www.aiacpa.org/#/

Chinese Culture & Arts Institute 200 S 41st St Harrisburg, PA 17111 (717) 585-7701 http://chineseculturalartsinstitute.org/

The Latino Hispanic American Community Center (LHACC) of the Greater Harrisburg Region P.O Box 61943
1301 Derry St. (Main)
Harrisburg, PA 17104
(717) 232-8302
http://www.lhacc.org/

Jewish Federation of Greater Harrisburg 3301 N Front St Harrisburg, PA 17110 (717) 236-9555 https://www.jewishharrisburg.org/

LGBT Center of Central PA 1306 N 3rd Street, Harrisburg, PA 17102 (717) 920-9534 http://www.centralpalgbtcenter.org/

Philippine American Association of Central Pennsylvania (PAACP) <a href="https://www.facebook.com/philamcentralpa/">https://www.facebook.com/philamcentralpa/</a>

Turkish Cultural Center 500 North Third Street Suite 7A Harrisburg, PA 17101 <a href="http://www.tccpenn.org">http://www.tccpenn.org</a>

Carlisle Family YMCA 311 South West Street Carlisle, PA 17013 (717) 243-2525 http://www.carlislefamilyymca.org/about

Carlisle Family YMCA aims to educate and motivate children, families and individuals to live healthy, fulfilled lives.

YWCA Carlisle 301 G Street Carlisle, PA 17013 (717) 243-3818 http://www.ywcacarlisle.org/

The YWCA Carlisle is dedicated to eliminating racism, empowering women and girls and promoting peace, justice, freedom and dignity for all.

The information on the services and businesses below is provided for informational purposes and does not constitute an endorsement.

Ethnic specialty grocery stores:

Asia Mall 1030 S 13th St Harrisburg, PA 17104 (717) 230-8452

Kim's Oriental Foods 5490 Derry St Harrisburg, PA 17111 (717) 238-3405

Bombay Bazzar 6499 Carlisle Pike Mechanicsburg, PA 17050 (717) 691-3600

La Oaxaquena restaurant & grocery 3 N Progress Ave

Harrisburg, PA 17109 (717) 651-5390

Tres Hermanos Mexican grocery 712 S Cameron St Harrisburg, PA 17104 (717) 233-2210

Beauticians and barbers:

Fades Em All Barbershop 29 E. North St, Carlisle, PA 17013 (717) 249-6414

Platinum Shears 201 W North St Carlisle, PA 17013 (717) 440-1220

Visions of You Hair Salon 138 N Hanover St, Carlisle, PA 17013 (717) 249-5556

Media Outlets specializing in ethnic populations:

Black Business Directory & Resources Guide (Harrisburg Area; downloadable pdf) <a href="http://www.centralpablackdirectory.com/directory/#p=1">http://www.centralpablackdirectory.com/directory/#p=1</a>

Latino Connection Magazine: http://www.thelatinoconnection.net/

Places of Worship: Please refer to Local Faith Communities attachment