



Certified Recycling Professional

2024 Course Catalog

The Value of Professional Certification

Pennsylvania's recycling marketplace contributes significantly to the state economy. The industry is a considerable economic generator, which means that businesses supporting this marketplace benefit from hiring well-trained and educated professionals.

Commitment to ongoing education can be an important factor as employers look to hire or promote. Earning certificates in your field can lead to better visibility, opportunities, and jobs. The Certified Recycling Professional program ensures individual competence by taking candidates through a broad curriculum of skills and knowledge. The certification exam goes beyond training by providing a measurement of knowledge and skills.

Benefits for Employees

The status of CRP is a declaration to your employer, the industry, and the public that you are recognized as a trained and educated professional.

- Earn credibility
- Demonstrate commitment to your profession
- Build confidence in your knowledge of the industry

Benefits for Employers

Certification represents a high level of achievement, demonstrates proficiency, and a broad base of knowledge. Certified Recycling Professionals study a broad curriculum, pass a rigorous exam, and commit to ongoing professional development and recertification. When a person becomes certified, it reflects personal commitment and sense of accountability, inspiring credibility, and confidence in an individual's professional knowledge.

Hiring a Certified Recycling Professional and investing in certification for your current employees can help you:

- Increase the competence level of your staff
- Build a strong, dedicated team that is committed to high standards of care and quality
- Increase efficiency and reduce cost
- Demonstrate your organization's commitment to your employees

As businesses and government compete to hire and retain qualified team members, your employees will know the organization cares about them and is interested in their futures, inspiring greater loyalty. Employees who participate in ongoing education and training are more satisfied with their jobs, making them more productive and reducing absenteeism.

The Certified Recycling Professional program is a nationally recognized series of courses (40 hours) administered by the Professional Recyclers of Pennsylvania. A Certificate of

Completion is issued by the Pennsylvania State University for each course. Pennsylvania's Certified Recycling Professional program is accredited by the National Standards Certification Board (NSCB).

Become a Certified Recycling Professional

The **Professional Recyclers of Pennsylvania** is proud to bring training and networking opportunities directly to you from experienced professionals.

PROP's Certified Recycling Professional (CRP) program is accredited by the Pennsylvania State University and nationally recognized.

PROP's Certified Recycling Professional program meets the requirements of the National Recycling Coalition's National Standards Certification Board. These standards meet all learning objectives and promote the establishment of high professional standards for recycling, sustainable resource management, organics, and solid waste managers in both the public and private sectors. New professionals entering the field will gain a solid foundation of industry concepts.

CRP status can be attained in one year by completing 40 hours (4.0 CEU) of course work in three (3) sets of classes. Upon completion of the core courses, individuals are eligible to sit for the exam. Exams are administered as needed in a location convenient to the applicant. Successful passage of the exam and attainment of CRP status are celebrated at PROP's Annual Conference each July when certificates are awarded. Certification can be maintained by completing 30 hours of approved course work every three years. It is the responsibility of the candidate to maintain their certification.

Reciprocity

Recycling Certification earned in New Jersey, New Mexico, Illinois, or California can be reciprocally recognized in Pennsylvania by PROP. Applicants need to submit a copy of the corresponding state's certificate and complete the following two PROP certification classes.

- Recycling 150 – Recycling Economics
 - Recycling 110 – Recycling & the Law
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2024 Core Course Schedule

March 13 - 14	Recycling 110: Recycling & the Law Recycling 115: Public Policy Recycling 150: Recycling Economics
May 22 - 23	Recycling 105: Establishing & Enhancing a Program Recycling 430: Buying & Using Recycled Recycling 985: Zero Waste
October 16 -17	Recycling 101: Practice & Theory Recycling

Class locations and date may vary. [Visit the PROP Website](#) and the course registration forms.

Recycling 101: Practice & Theory | 1.6 CEUs

This two-day class is the core course and the first step in earning the Recycling Professional Certification. Whether initiating a new recycling program, maintaining, and improving a current program, or starting a new position, a recycling professional can expect to be met with a variety of tasks and challenges.

This course will help both beginner and experienced coordinators develop and improve the knowledge and skills needed to implement and sustain a successful recycling program from the ground up for beginning or experienced coordinators, solid waste managers, or others in related fields. Upon completion of this course, participants will receive a Penn State certificate verifying the 1.6 CEUs earned toward Recycling Professional Certification.

Recycling 105: Establishing & Enhancing a Program | 0.3 CEUs

Program Managers in both newly mandated communities and those with established programs will find this course valuable in helping to understand elements that build exceptional programs. Instructors will help participants understand the importance of tailoring a program to individual needs. Participants will see the value of a unified and comprehensive education program and examine the details of collection and processing.

Recycling 430: Buying & Using Recycled | 0.3 CEUs

This course provides practical, hands-on information for recycling officials, purchasing officials, and using agencies on buying recycled products. This training program discusses the following topics: why buying recycled products is important, making a commitment to buy recycled, legislation and content standards, price, quality and availability of recycled products, specifications and testing and waste prevention.

Recycling 985: Zero Waste | 0.6 CEUs

Zero waste businesses are leading the way for Zero Waste and have diverted over 90% of their waste from landfill and incineration. Zero waste communities have adopted zero waste goals and plans to implement those goals. This course will demonstrate how zero waste can be a key part of community and business sustainability plans and help contribute to reducing greenhouse gases and global warming.

Recycling 110: Recycling & the Law | 0.6 CEUs

This class will provide an overview of current Acts and legislative news. Other topics may include Legal tools and documents used in local government programs, administration, amending ordinances, various strategies to improve ordinance compliance and proposed regulatory changes.

115: Recycling Economics | 0.3 CEUs

Participants will be provided with specific information, tools, and strategies to help make their individual recycling programs more cost-effective. The instructor will use the manual titled Practical Recycling Economics: Making the Numbers Work for Your Program to further explain recycling economics. The instructor will organize the class into three sections beginning with topics such as: fully understanding costs, using fixed and variable costs to your advantage, which costs you can control and how, what does it cost to collect your recyclables, and full cost accounting principles. The next session will focus on finding and measuring savings to sell the benefits of your program and cost benefits of recycling. The final session will consist of recovering savings, smart contracting and tough negotiation, contract language to save money, market strategies and market analysis and contracts.

Recycling 150 - Recycling Public Policy | 0.3 CEUs

Speakers will discuss both the state and local public policy making process. The course will specifically address the dynamics of local government policy making and the implications of Pennsylvania's unique system of local and county government. This class will provide insight into the forces that drive this decision making and will assist recycling professionals in addressing these issues.

Financial Investment

March 20 - 21 **Recycling 110: Recycling & the Law**
Recycling 115: Public Policy
Recycling 150: Recycling Economics
Tuition: \$505 Member | \$675 Non-Members

May 15 - 16 **Recycling 105: Establishing & Enhancing a Program**
Recycling 430: Buying & Using Recycled
Recycling 985: Zero Waste
Tuition: \$505 Member | \$675 Non-Members

October 16 - 17 **Recycling 101: Practice & Theory**
Tuition: \$505 Member | \$675 Non-Members

Visit www.proprecycles.org for registration details.

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Certified Recycling Professional: Re-Certification

Maintaining your Certified Recycling Professional Credentials: Our nationally acclaimed certification program, annual conference, tours, webinars, and workshops are designed to assist you with keeping your CRP/SCRCP status current as well as expand and improve your skills, build your professional network, increase your value to the recycling community and advance your career.

To remain CRP certified: CRPs are responsible for completing thirty hours (3.0 CEU) of PROP approved courses or activities every three years following their initial date of certification (successful exam date). These activities may include PROP sponsored courses & events as well as vetted, 3rd party offerings. Please contact the PROP office if you need a copy of your current transcript.

Senior Certified Recycling Professionals: We also offer growth opportunities for our current certified members with a Senior Certified Recycling Professional (SCRCP) designation. A SCRCP designation is intended to recognize recycling professionals who have attained a special status among their peers.

To maintain your SCRCP designation will be required to obtain 1.5 CEU (15 hours) of coursework every three years to maintain their active status in the certification program.

SCRCP candidates must meet all the following criteria:

- Be a current CRP for a minimum of one year
- Have a minimum of four years' work experience in recycling or a recycling related field
- Hold at least one PROP Specialization Certificate
- Submit a research paper, report, publication, or other written work that exhibits research or survey work beyond minimal job requirements
- Provide documentation for a total of ten (10) points from work experience and / or education in recycling or a recycling related field

PROP Recertification Opportunities: Throughout the year, PROP offers courses for CRPs to assist in acquiring the 30 hours of recertification credits. These classes may be stand alone and/or be offered through the annual PROP conference.

In addition to the courses, there are tours the PROP Markets Committee offers throughout the year. Once organized, the tours will be posted to the website for your consideration.

Non-PROP Recertification Opportunities: PROP has partnerships with organizations to offer courses, webinars, and workshops that may qualify for PROP recertification credits. The Certification Committee routinely reviews upcoming opportunities and once approved, will be posted to the recertification page on the PROP website as "Non-PROP Pre-Approved" courses/events.

Found a course/event not listed on our website? You may also submit a PROP CEU request for a non-PROP course, webinar, workshop or other type of recycling and/or organics event for consideration of PROP CEU's not already listed on our website. The requests must be made at least 14 days prior to the event giving the Committee ample time to vet. Please contact Marcy Robey - mrobey@proprecycles.org at the PROP office for how to submit your request.