

I Am SWANA *Training*

COURSE CATALOG

Revised 2017



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SWANA Certification is Important and Beneficial to Employees and Employers

Get Certified and Shift Your Career into High Gear!

- Accelerate your career
- Increase job mobility
- Command higher salary
- Prove your skills & expertise
- Demonstrate pride in your work
- Gain competitive advantage over non-certified Individuals

How Can SWANA Certification Produce Results for Your Company or Organization?

- Leverage Best Practices for improved operations
- Equipped with the knowledge for best performance
- Equip your employees with the knowledge for best performance
- Show customers your commitment to quality
- Gain competitive advantage in your bids & contracts

You Can Become Certified in Nine Disciplines:

- Landfill Management (MOLO)
- Advanced Leachate Management & Bioreactor Landfills (Requires MOLO Certification)
- Collection Systems
- Composting Programs
- Construction & Demolition Materials
- HHW & CESQG Collection Operations
- Integrated Solid Waste Management Systems
- Recycling Systems
- Transfer Station Management

SWANA Offers Designations Based on Experience, Responsibility and Education:

- Certified Manager
- Certified Technical Associate
- Certified Inspector (MOLO and C&D only)

For information on SWANA Certification, visit www.swana.org/certification.

CERTIFICATION PREP COURSES

SWANA offers certification courses in nine (9) disciplines – Landfill Management (MOLO), Advanced Leachate Management and Bioreactor Landfills, Collection Systems, Composting Programs, Construction & Demolition Materials, HHW & CESQG Collection Operations, Recycling Systems, Transfer Stations and Integrated Solid Waste Management. Certification courses are 16 or 24 hours in length.

Solid waste professionals with years of experience in planning, budgeting, personnel management, and policy issues as they relate to MSW management teach all SWANA courses.

Manager of Landfill Operations (MOLO) is a comprehensive study of efficient landfill operations, including site design, compliance with regulations, and issues to consider when planning, operating, and closing landfills. The course consists of class lecture, activities, and a facility tour. Landfill owners, operators, managers, supervisors, engineers and consultants are the intended audience for this course. The course serves as preparation for the Landfill Management certification exam.

Manager of Landfill Operations Recertification is a senior level technical workshop designed to provide knowledge and discussion of current issues in landfill operation and practices. Offered at SWANA's annual WASTECON conference, the class takes advantage of industry experts attending the conference by engaging them as guest lecturers. The course consists of class lecture, group discussion and exercises, tradeshow activities, and a facility tour. Persons wishing to renew certification in Landfill Management are the intended audience for this course.

Leachate Recirculation and Bioreactor Landfills is the only certification level course of its kind and provides instruction on issues pertaining to the operation of bioreactor landfills including air addition and gas extraction systems, and regulatory compliance as it pertains to bioreactor landfills. Owners and operators of municipal solid waste (MSW) landfills practicing or considering bioreactor techniques, landfill design engineers, regulators and other professionals interested in gaining a more complete understanding of managing bioreactor landfills are the intended audience for the course. The course serves as preparation for the Bioreactor and Leachate Recirculation Landfill Management certification exam.

Managing MSW Collection Systems addresses the collection of commercial residential solid waste. The course includes discussion of state-of-the-art technology and best practices for the planning, operations and management of residential solid waste and recyclables collection systems as reported in the literature and practice. Collection system owners, operators, managers, system planners, and employees responsible for daily collection system operations are the intended audience for the course. The course serves as preparation for the MSW Collection Systems certification exam.

Managing Composting Programs addresses concepts critical to successfully managing composting programs including the rationale for composting, planning and site development, economics and operations. Information on new practices, emerging technologies and management issues inherent in municipal composting are addressed. The course consists of class lecture, classroom activities and a facility tour. Professionals who manage or would like to manage composting programs; operators of municipal composting programs, consultants or anyone with an interest in the field of composting are the intended audience for the course. The course serves as preparation for the Composting Programs certification exam.

HHW & CESQG Collection Operations provides baseline 24-hour health and safety training for HHW/CESQG waste collection facility operations, including identifying and avoiding chemical, operational and health hazards. The North American Hazardous Materials Management Association (NAHMMA) and SWANA jointly developed the course manual, *Household Hazardous Waste/CESQG Collection Operations*. The course includes lecture, class discussion and activities, and a facility tour. The intended audience is collection and mobile facility staff, collection event staff, local health department or environmental control staff, and others who have responsibilities related to the safe collection and handling of these wastes. The course serves as preparation for the HHW/CESQG Collection Operations certification exam.

Managing Integrated Solid Waste Management Systems is intended to improve the knowledge of individuals that plan, design and manage municipal solid waste management systems, addressing the many and varied duties of the solid waste system manager. The intended audience is current and future managers of government solid waste management systems and other industry professionals that may work in an advisory or consulting capacity with municipal waste managers. The course serves as preparation for the MSW Management certification exam.

Managing Recycling Systems provides the information needed to successfully plan, develop, market, fund, contract and manage recycling programs. The course consists of lectures, class activities, exercises, and a facility tour to see theory in practice. Facility owners, operators, manufacturers, managers, supervisors and employees, involved in the daily operation of a recycling facility or program are the intended audience for the course. The course serves as preparation for the Recycling Systems certification exam.

Transfer Station Management addresses the design, operation and management of a modern transfer station. The course discusses how to overcome the challenges in planning and operating a transfer station and how planning and design influence construction and operation. The course serves as preparation for the Transfer Station Systems certification exam.

TRAINING@WORK – SWANA Workplace Training

On-Site training brings SWANA Certified Faculty to your workplace. Any course in the SWANA catalog is available for On-Site training. For more information and current pricing, contact training@swana.org. Additional instructor fees apply.

SWANA offers additional advanced courses taught by SWANA Certified instructors and independent consultants upon request. Contact training@swana.org for more information and a quote. Instructor fees apply.

Landfill Gas Systems Operation and Maintenance is an interactive 2-day course that provides a comprehensive overview of the fundamentals of landfill gas systems design, operation and maintenance and troubleshooting. It explores the daily challenges associated with the operation and maintenance of LFG systems by discussing generally accepted industry practices as well as some new and alternative approaches for the capture, control and management and beneficial use of landfill gas. The information in this course presented in an easy to understand format is useful for practical hands-on use in the field. Class participants and instructors discuss alternative practices, lessons learned, and issues debated in the industry.

Organics Collection – Certificate Course

This course discusses the specifics of developing a collection program for organic wastes and includes extensive discussion of case studies of existing residential, commercial and institutional organic collection programs. Collection system owners, operators, managers, system planners, and employees responsible for daily collection system operations are the intended audience for the course. This is a 2-day class.

Participants earn a certificate in Organics Collections to enhance your Collection Systems, Recycling Systems or Composting Programs certification upon successful completion of the course test.

Collection Operations Basics introduces the basics of collecting municipal solid waste and integrated solid waste management. It is both a first exposure to new members of the industry and as a refresher for others with more experience. Collection personnel, front line employees, supervisors, managers, and elected officials who have responsibility for the collection and disposal of municipal solid waste are the intended audience.

Introduction to Landfill Gas provides a comprehensive introduction for anyone interested in gaining a greater understanding of landfill gas (LFG) related processes and issues at solid waste landfills. Participants will learn the fundamentals including concepts of LFG formation, subsurface migration and collection & control system design, construction & operations. The course also provides an overview of LFG related US regulations, review of LFG combustion equipment (i.e. flares) and opportunities for development of LFG utilization projects (i.e. energy generation).

Landfill Operations Basics reviews landfill operations processes and how they relate to one another increasing efficiency and safety on-the-job. Key functions within landfill operations – LFG, leachate management and groundwater monitoring; equipment selection, and the fundamentals of accident prevention are discussed. Supervisors, scalehouse operators, equipment operators, spotters, laborers and other employees responsible for daily landfill operation are the intended audience for the course. Participants earn a certificate in Landfill Operations (not the same as molo certification in Landfill Management). **Available in Spanish.**

Waste Screening at MSW Facilities covers the fundamental and practical elements of waste screening, the role of the waste screener, the importance of knowing your waste generators and haulers, standard operating procedures, load checking, managing unacceptable waste, as well as recordkeeping and reporting. Individuals responsible for waste screening such as gate attendants, landfill owners, operators, managers, and supervisors are the intended audience for this course. **Available in Spanish.**

SWANA TRAINING@HQ

SWANA offers certification training throughout the year at our international offices in Silver Spring, Maryland. See www.swana.org/training for a full listing of current offerings.

SWANA ONLINE

SWANA's online offerings include:

- Live and recorded continuing education webinars.
- Live and recorded virtual instructor-led (VILT) eCourses and self-paced web-based training.
- Self-paced web-based courses

Webinars

Live and recorded technical information and continuing education webinars presented by thought leaders and industry experts that address areas of interest to members and other solid waste professionals. A complete listing of recorded webinars is available on the www.swana.org/training. Look for eLearning.

eCourses

Live and recorded virtual classes for certification prep taught by SWANA Certified Faculty and self-paced web-based courses. CEUs apply to all current certifications. Courses include:

- Managing MSW Collection Systems
- Managing Composting Programs
- Managing Recycling Systems
- Transfer Station Management
- MOLO – Manager of Landfill Operations
- Integrated Solid Waste Management Systems

SWANA partners with Kirkwood Community College to provide quality self-paced online training. **Self-paced web-based** courses offered through Kirkwood Community College include:

HAZWOPER 8-Hour Refresher provides eight hours of interactive training for the annual refresher to the 40-hour Hazardous Waste Site Worker course (29 CFR 1910.120). This course meets the requirements of 29 CFR 1910.120, OSHA's Hazardous Waste Site Worker and Emergency Response Standard. (8 hours/4 CEUs)

HAZWOPER 8-Hour Refresher for Supervisors provides eight hours of interactive training for the annual refresher to the 40-hour Hazardous Waste Site Worker course (29 CFR 1910.120). This course places greater emphasis on supervisory functions and fulfills the OSHA/EPA requirements for supervisors. (8 hours/4 CEUs)

Composting Operations provides those taking the class with knowledge in the process of waste decomposition. This class meets or exceeds most state requirements for the educational components of certification and/or licensing required for solid waste professionals. (20 hours average duration/10 CEUs)

Other self-paced courses offer many opportunities for training in the comfort and privacy of your home (or office). See Page 4 for full course descriptions.

- Collection Operations Basics
- Introduction to Landfill Gas
- Landfill Operations Basics
- Waste Screening at MSW Facilities