



Executive Director

Centre County Recycling and Refuse Authority





The Community

The Centre County Recycling and Refuse Authority (CCRRA) is located in beautiful Centre County, Pennsylvania, a region that blends natural beauty with dynamic opportunities. Just a short drive from Penn State University, the area offers a vibrant academic and cultural environment. CCRRA is based in Bellefonte, PA, a town steeped in American history and renowned for its small-town charm. Nestled between the Appalachian Mountains and the rolling farmland of Central Pennsylvania, Bellefonte features historic architecture, a thriving downtown, and a welcoming community. While embracing its rich heritage, the town has grown into a modern hub for commerce, culture, and comfortable living, making it an exceptional place to work and call home.

Centre County Recycling and Refuse Authority

At the Centre County Recycling and Refuse Authority (CCRRA), we are dedicated to providing environmentally responsible and cost-effective waste management services that benefit our community. Serving over 28,000 households with curbside recycling and maintaining 125 drop-off locations, we ensure that residents, businesses, and institutions like Pennsylvania State University have ample opportunities to participate in sustainable waste solutions. Our transfer station operates six days a week, handling approximately 400 tons of municipal waste daily, while our recycling facility processes and markets 12,000 tons of recyclable materials each year.

Our team of 75 dedicated employees, including enforcement officers and an Education Coordinator, works tirelessly to support and expand recycling efforts throughout the county. A fleet of over 20 CNG-powered collection vehicles keeps operations efficient, and our on-site Clean Energy RNG fueling station not only powers our own vehicles but also serves other municipal and private fleets. Beyond daily waste management, CCRRA provides essential services such as an annual Household Hazardous Waste Collection Event and year-round electronics recycling, ensuring that hazardous materials and outdated devices are disposed of safely and responsibly.

Thanks to these efforts and the commitment of Centre County residents, our recycling rate has surpassed 50% and continues to grow. By combining innovation, education, and community partnerships, CCRRA is leading the way toward a more sustainable future—one where responsible waste management enhances the quality of life for everyone.

Board of Directors

The Centre County Recycling and Refuse Authority has a Board of Directors who represent each region of Centre County. The Board of Directors consists of seven board members representing different regions of the County.

The Position

The Executive Director manages the daily operations of the Authority, ensuring the seamless functioning of its facilities and programs. This includes overseeing key areas such as the Transfer Station, the Moshannon Valley Landfill, and the Recycling Processing Facility. Beyond day-to-day responsibilities, the Executive Director is also tasked with shaping the future of Centre County's solid waste management program. The Executive Director leads long-term planning efforts, implements strategic initiatives, and drives performance to meet the Authority's goals. Reporting directly to the Board of Directors, the Executive Director plays a vital role in shaping the Authority's vision and strategic direction by fostering collaborative relationships with public and private organizations, strengthening partnerships with local municipalities, and advocating for policies that support sustainable waste management. Additionally, the Executive Director works closely with Pennsylvania state legislators to introduce and advance legislation that benefits the community and enhances the Authority's mission.

Education and Experience

Qualified applicants will have a bachelor's degree from an accredited college or university in business administration, public administration, engineering or a natural resources related field, in addition to five (5) years work experience, of which at least three years have been in a supervisory capacity.





Essential Functions and Responsibilities

- Administration of the office, all staff activities, contracts and services provided.
- Supervises personnel in accordance with the personnel policies of the Authority.
- Coordinates and manages all Authority programs consistent with Authority policy, goals and objectives.
- Manages the Authority's finances and prepare annual budgets.
- Serves as the Authority's liaison to the County Commissioners and other elected officials representing Centre County.
- Represents the Authority at public meetings concerning solid waste management programs in Centre County.
- Works with local governments, citizens' groups and other organizations to facilitate implementation of Authority programs, goals and objectives.
- Works with regulatory agencies to insure Authority programs comply with local, state and federal laws.
- Initiates, develops and implements programs as necessary to achieve Authority objectives.
- Identifies and attempts to secure financial and technical assistance available from other sources such as state and federal agencies.
- Keeps Authority members informed of potential problems managing the County's solid waste (long and short range) and make recommendations to the Authority for solving such problems.
- Reviews and comments on any local, state or national legislation which may affect the Authority's ability to serve County needs.
- Develops and encourages citizen participation and public awareness of the Authority's programs and goals.
- Maintains continuous liaison with geographically adjacent counties and solid waste authorities to identify and coordinate desirable cooperative opportunities for the Authority.
- Maintains liaison with solid waste organizations within the Commonwealth to ascertain long-range alternatives to solid waste disposal (incineration, composting, etc.) and recommend those alternatives the Authority should investigate.
- Maintains files of alternative resource materials for Authority members to assist them with planning long-range solutions for waste disposal problems.
- Selects journals and join organizations that would be beneficial to the Authority in attaining its goals and objective

A red semi-truck is parked on a paved surface in front of a large, light-colored building. The sky is bright blue with scattered white clouds. The truck is a modern model with a large chrome grille and headlights. The license plate area shows the number '150'.

The Ideal Candidate

This role requires someone with a deep understanding of environmental policies and emerging waste management technologies, someone who can anticipate challenges and develop forward-thinking solutions. Whether navigating regulatory changes, implementing new programs, or driving sustainability initiatives, the ideal candidate will be dedicated to making a meaningful impact on the community and the environment.

The next Executive Director of the Centre County Recycling and Refuse Authority (CCRRA) will be a dynamic and visionary leader, committed to sustainability, operational excellence, and community engagement. This individual will not only oversee the daily functions of the Authority but also shape its long-term strategy, ensuring that Centre County remains at the forefront of responsible waste management and recycling initiatives.

The ideal candidate should have a strong background in leadership and organizational management and bring a balance of strategic thinking and hands-on problem-solving. This individual should have the financial acumen to manage budgets and secure funding, the operational expertise to oversee complex waste management programs, and the ability to cultivate strong relationships with local government officials, regulatory agencies, businesses, and the community.

A skilled communicator and advocate, the ideal candidate should have experience engaging with the public and fostering awareness and participation in recycling efforts. The ideal candidate should be a collaborative leader who inspires and supports their team, fostering a positive work environment that prioritizes efficiency, innovation, and professional development.

Salary

The Centre County of Recycling and Refuse Authority is offering a competitive salary range between \$150,000 - \$210,000, commensurate with experience and a comprehensive benefits package. Relocation assistance will be available for the successful out of area candidate.

How to Apply

Interested applicants should forward a cover letter and resume to:

resumes@affionpublic.com

Reference: CCRRA

Affion Public
PO Box 794
Hershey, PA 17033
717-214-4922
www.affionpublic.com



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