



The Association for Preservation Technology International
Association internationale pour la préservation et ses techniques

APT Recognized Professional – Program Description

I. Purpose

A formal program (Program) to recognize the expert skill level of individuals in the various fields of preservation technology with a formal recognition of achievement. Recognition of APT Professionals is based upon defined combinations of education, experience, and proficiency. The program is flexible to allow a range of practicing trades, educators, engineers, architects, contractors, conservators, and others to be recognized for their professional commitment and achievement in the field of preservation technology. APT as an institution has the opportunity to be further strengthened in the preservation technology profession with increased and more stable membership with this service provided to the preservation community.

II. Disclaimer

APT shall issue the following disclaimer as part of the submission/application package and display prominently on the APT website and any documentation issued related to the Program.

Recognition of any candidate or person provided by this Committee or by APT does not imply an endorsement, license, or authorization to practice skill sets or services in historic preservation which otherwise require governmental licensing or certification by agencies or organizations. Recognition as an APT Professional is to demonstrate levels of education, experience and proficiency within requirements of APT as a reviewing entity only.

III. Authority

This program shall be developed, implemented, and administered by the Association for Preservation Technology International (APT). Only APT (not chapters or individual members of APT) has the authority to issue such recognition under this program.

Governmental agencies or other private or public organizations are free to reference APT's program as a basis of recognized achievement, if desired, without prior approval of APT.

IV. Recognition

APT Recognized Professional – A recognized person practicing in the field of preservation technology with a clearly documented track record of professional practice and leadership in the profession.

V. Recognition Process – Standing Committee on Professional Recognition

Committee and Terms

The President of APT shall designate a committee Chair plus committee members as outlined below for a *Standing Committee on Professional Recognition*. The committee shall consist of:

1. Committee Chair
2. Two active members of the Board (at the time of their appointment)
3. Two active members from the College of Fellows
4. Two members at large

The Chair shall serve a term of three (3) years and committee members (2) two-year terms. Committee terms are without limit at the appointment by the President.

Meeting Requirements

The Committee shall meet at least once per year or other frequency as determined by the Chair to jury submissions submitted for consideration. The Committee shall meet in person or electronically at times as set by the Chair. Candidates shall be approved by a supermajority of 5/7's of the members voting (or a simple majority of Committee members if a quorum is present) in the affirmative to recognize the candidate.

Purpose

It shall be the purpose of this committee to jury the credential information presented for recognition and determine acceptance. The determination of the jury shall be final.

The Chair shall advise the President of APT and the administrative staff, as assigned by the President, of the results of the Committee's review of any and all submissions.

Disputes

Should a person submitting his/her credentials disagree with the determination of the Committee, the Committee shall furnish a written description of their basis for not recognizing the individual, at which time the candidate has thirty (30) calendar days to address the deficiencies noted by the Committee. The Committee will then review and respond to the recognition request at the time of its next scheduled meeting. If the candidate does not submit a response to the findings of the Committee, the candidate may resubmit credentials, without comment, if so desired, for consideration not sooner than 12 months after the previous determination of the committee.

VI. Recognition Process – Submission and Review of Credential Information

Each candidate for recognition shall submit a credentials package which demonstrates at least the minimum level of education, experience, and proficiency for recognition as defined below. It shall be the responsibility of the candidate to present information in a manner which is clear and concise and not require the Committee to independently investigate or document the candidate's achievement. The Committee shall, at its discretion, investigate for purposes of verification and authenticity, the roles, responsibility and other information provided by the candidate.

As a member of APT, the candidate has agreed to abide by and practice preservation technology in compliance with the ***APT Code of Ethics***.

To maintain recognition by APT, candidates must remain members of APT in good standing with dues paid.

VII. Recognition Criteria

The following is the basic recognition criteria required for consideration by the Committee for Professional Recognition:

General

- Cover letter stating commitment to professionalism in preservation.
- Minimum five (5) years as member of APT.
- Current APT membership.

Education

- Professional degree or related degree.
- Two (2) year advanced degree in specialty area or two (2) years specialized experience in preservation technology under a nationally recognized preservation professional (trades, design, academic, etc.).
- Relevant continuing education in preservation technology.

Experience

- Minimum ten (10) years of professional experience in the field of preservation.
- Leadership and/or management experience in treatment planning or execution [e. g. as a preservation project manager or reviewer] in an agency, institution, or firm in heritage preservation/preservation technology, where projects are subject to review by a qualified third party and/or a qualified preservation professional.
- Managerial experience, including conflict resolution.
- Mentorship experience.

Performance/Proficiency

- Minimum of ten (10) completed significant preservation projects on a designated historic site recognized at the local, provincial, state, or federal level; or approved design reviews or academic research at the local, provincial, state or federal level.
- Complex problem solving accomplishments.
- Peer approval.
- Project awards.

Candidates may submit for recognition under the following fields of expertise:

- Conservator
- Preservation Contractor
- Preservation Architect
- Preservation Engineer
- Preservation Educator
- Preservation Governmental/Administrative
- Preservation Trades/Craftsperson
- Preservation Landscape Architect
- Other Classifications may be added by the Committee if so agreed unanimously by the Committee members.

VIII. Submittal Process

Applicant is responsible for providing written documentation in a clear and concise format to allow Committee member review:

1. Education – provide certified copies of course or apprenticeship transcript, copy of degrees received, documentation of workshops attended, or other written verification of training received in a formal/structured setting.
 - a. Training received from an apprenticeship program shall be documented in the form of a report of training from the professional or training entity providing the training to the candidate.
2. Experience – provide written documentation from employers or others who can testify to years of *relevant* preservation experience.
3. Performance / Proficiency – provide detailed one (1) page length written description of each representative project:
 - a. including photos as appropriate,
 - b. describing title,
 - c. level of involvement,
 - d. your role,
 - e. and technical services provided for all levels of preservation technology.
 - f. List the reviewing agency.
4. Other Items – provide written copies of any supporting information to fulfill the requirements listed.
 - a. Three (3) letters of support from established APT members and others recognized as leaders in the preservation profession. These letters provide more weight than self-certification.
 - b. Provide a cover letter as the form of transmittal stating the applicant's justification for APT's consideration of the applicant's approval.

Equivalency – In an instance, or instances, where education, experience, or proficiency requirements may not be in full compliance with the requested information, the applicant may provide written or other documents to demonstrate proficiency in preservation technology within the spirit of the item. It is up to the applicant to clearly demonstrate equivalency. For example, "Alternative Qualification" educational standard may also be met by programs which offer equivalent or greater technical education (e. g. ICCROM). In lieu of a preservation-specific certificate or degree, individuals may qualify with a

degree in architecture, engineering, or related field by demonstrating professional development and achievement through substantive and ongoing participation in technical conferences or workshops as an educator or practicing professional, by authoring technical papers published in peer reviewed journals, or leadership participation (e. g. board or commission membership) in an established national or local preservation organization involved in preservation design review or technology.

IX. Cost and Administration

1. Cost – It is the goal of the Committee that this program be cost neutral or income positive from inception with little initial investment by APT (certificate printing may be desired.)
 - a. Application/Administrative Fee - \$100
 - b. Annual Fee - none

2. Administration
 - a. Administration of the Program shall be performed by APT.
 - b. APT shall receive all submitted credential packages and deliver to the Committee Chair at a designated location and time, for review and action.
 - c. APT shall be the central keeper of a database of submitted, reviewed, accepted, and denied applications.
 - d. APT shall issue letters of acceptance and denial to each applicant based upon Committee input.
 - e. APT shall issue a report once a year to the Committee Chair that documents recognized individuals and their current dues status.
 - f. APT shall issue a certificate of recognition, signed by the President, to each individual determined appropriate by the Committee.
 - g. APT shall have the right to revoke privileges to a recognized individual should said person fail to comply with APT's Code of Ethics, fail to pay dues, or otherwise not comply with the requirements as listed herein.

X. Suspension or Termination of Privileges

Should a candidate's credentials be found by the Committee to be falsified or otherwise materially inaccurate at any time after acceptance by the Committee, APT shall immediately notify the candidate that the privileges previously bestowed on the candidate are immediately suspended.

Should a recognized professional be found by documented evidence to not comply with the APT Professional Code of Ethics, APT shall immediately notify the candidate that the privileges previously bestowed on the candidate are immediately suspended.

Should a recognized individual be found, after written notice of unpaid dues, to be using the privileges of recognition, their privileges shall be removed and the individual will be required to pay the annual membership fee, plus a \$50 fee for reinstatement.