Employment Opportunity

Project Specialist - Berkshire County Education Task Force

http://berkshireplanning.org/about/employment-and-internship-opportunities/

The Berkshire Regional Planning Commission (BRPC), a regional planning agency serving Berkshire County in Western Massachusetts, is seeking a Project Specialist. This is an offsite, flexible schedule, part-time, temporary position. The primary activity of the position is to work with the Berkshire County Education Task Force (BCETF) towards developing a model or models for one school district in Berkshire County. Specific activities include:

- Conducting data research and analysis
- Researching and distilling salient aspects from other existing county-wide education districts
- Coordinating activities with the Berkshire County Education Task Force
- Outreach and communication with key stakeholders
- Preparing technical reports or briefings

**Background:** The Berkshire County Education Task Force (BCETF) is a volunteer group of current and former school administrators and school committee members, town officials and administrators, teacher association leaders, and local business, higher education and community leaders who have met numerous times over the last 3 years to explore ways Berkshire County could address the challenge of eroding educational quality due to declining student enrollment and revenues that are not keeping pace with costs.

Based on earlier work, BCETF concluded overwhelmingly that a single Berkshire County school district offers the best opportunity to provide the best education for the most students at a sustainable cost. A single countywide district would enable Berkshire County to achieve goals for education of expanding course offerings, strengthening vocational options, maintaining broad offerings of the arts and other electives and co-curricular activities, and providing more services such as counseling, academic support and enrichment.

In December 2018 the BCETF identified the following 6 broad topics that would need additional research and analysis to propose a single district model:

- Educational Quality
- Governance
- Municipal and School Finance
- Logistics and Operation
- Legislative, Legal and Regulatory
- Outreach and Public Relations
- Public Participation

The Project Specialist would concentrate their efforts on these topic areas.
**Position Description:** This is an offsite, flexible schedule, part-time, temporary position. As an offsite position this position is not located in the BRPC office. The successful candidate would need to provide their own office and equipment. BRPC would provide limited support services, such as copying or supplies. This position would run from January 1, 2019 through June 30, 2019. The position would average 17 hours per week for the 26-week period. Direct administrative supervision would be provided by the BRPC Executive Director, however substantive work of this position would be provided by the BCETF or designated members.

**Minimum requirements:** Master’s Degree in Education, Public Administration, Political Science, Public Policy, Planning or equivalent field from an accredited college or university with at least five years of experience in an upper level management position. The successful candidate must have familiarity with Berkshire County K-12 public education. Direct familiarity with the work of the BCETF is desired.

**Salary:** This is an unbeneftited hourly position at a rate of $75 / hour

**Submission:** Submit the following items to info@berkshireplanning.org, by e-mail only: a letter of interest and resume/CV. Position available immediately and open until filled. A full position description and information about BRPC is available at [http://berkshireplanning.org/about/employment-and-internship-opportunities/](http://berkshireplanning.org/about/employment-and-internship-opportunities/), EOE/Smoke- and Drug-free Workplace. 1 Fenn Street, Suite 201, Pittsfield, MA 01201.