Employment Opportunity

SENIOR PLANNER (OR PLANNER) – PUBLIC HEALTH EMERGENCY PREPAREDNESS

The Berkshire Regional Planning Commission’s (BRPC) Public Health program seeks a full-time Planner or Senior Planner specializing in Emergency Preparedness to assist with a broad range of initiatives related to public health and emergencies. This position will contribute to a multitude of dynamic and complex projects to improve public health outcomes in Berkshire County, Massachusetts.

Planners may be entry-level if they possess some work or volunteer experience in emergency planning or response, other public health planning experience, an interest in emergency preparedness, and relevant education. Senior Planners must have at least 2 years of public health emergency preparedness work experience in addition to the minimum education requirements. Experience with local or municipal government, emergency response, equity planning, or volunteer management is a plus.

Planners must have access to a vehicle and the ability to travel throughout Berkshire County at all times of the year for meetings, exercises, and training, as well as to support the Boards of Health in planning for and responding to emergencies.

BRPC Planners currently have flexible work schedules at the discretion of their supervisor, though all staff are required to be in the Pittsfield office at least two days per week, and core work hours (10 am to 4 pm, M-Th) must be covered. Full-time Planners must work a minimum of 35 hours a week with occasional night and weekend meetings and activities required.

In addition to traditional emergency planning and response activities, this position will provide staff support for the planning and implementation of a range of significant public health training projects that may include:

- Public Health Emergency Planning, Training, Exercises, and Response
- Diversity, Equity, and Inclusion
- Public Health Excellence Regional Training Hub and Mentorships
- Other Public Health Projects including Harm Reduction, Prevention, Age and Dementia Friendly, Community Health Improvement, Environmental and Climate Change Planning, Rural Health Equity, and more.

The successful candidate must be familiar with public health emergency preparedness (EP) and interested in obtaining advanced training and certifications. Certifications in ICS, HSEEP, and other EP areas are a plus.

As of July 1, 2023, the starting salary range is $58,643 – $65,224 per year for a Planner and $61,697-71,805 per year for a Senior Planner, depending on experience. BRPC offers an attractive benefits package for full-time staff. BRPC may not alter the posted salary range unless the position is re-posted. BRPC is a drug and smoke-free workplace, does not discriminate based on race, ethnicity, or gender, and actively seeks diversity, equity, and inclusion in all hiring.

To apply, please email a resume and cover letter to info@berkshireplanning.org. Include “Emergency Preparedness Planner” in the subject line. No telephone calls. Position available immediately until filled. EOE/Smoke and Drug-free Workplace.

This ad and the position description can be found on BRPC’s website: https://berkshireplanning.org/public-health-emergency-preparedness-planner-or-senior-planner/