



BRPC

Berkshire Regional Planning Commission

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berkshireplanning.org

Employment Opportunity PUBLIC HEALTH TRAINER

Join Berkshire Regional Planning Commission in strengthening public health across Berkshire and Hampden Counties! The Public Health Program seeks an experienced and engaging trainer to coordinate and deliver direct public health training, mentor local staff, and support regional workforce development initiatives. This high-impact, community-facing role offers the opportunity to directly strengthen local public health capacity in Western Massachusetts while collaborating with an experienced team and enjoying flexibility and autonomy.

TO APPLY: After carefully reviewing the job post and accompanying materials, please apply via our online form. Please, no telephone calls. General questions can be submitted to work@berkshireplanning.org. Application review begins January 26, 2026.

GENERAL DESCRIPTION

The Public Health Trainer will lead workforce development efforts for local public health staff in Berkshire and Hampden Counties by coordinating and delivering direct training, providing mentorship, and supporting regional capacity-building initiatives. This role focuses on strengthening inspectional and administrative skills across municipalities to meet state and local standards. This is a full-time, off-site, flexible schedule position. Core work hours (10 am to 4 pm) must be covered every workday unless otherwise agreed. Full-time staff must work a minimum of 35 hours per week, with occasional weekends and night meetings as required. This position reports to the Public Health Assistant Program Manager & Public Health Program Manager.

PRIMARY RESPONSIBILITIES

- Serve as the regional point of contact for training coordination across public health inspectional domains (housing, food safety, Title 5, camps, pools, etc.).
- Develop, coordinate, and deliver training based on Massachusetts Department of Public Health (DPH) standards and local needs.
- Recruit and support trainees; maintain training calendars and records in TRAIN MA and related systems.
- Represent Berkshire County in DPH-led learning collaboratives and statewide workforce initiatives.
- Conduct needs assessments, develop learning objectives, and provide mentorship to local public health staff.
- Assist with outreach and other educational efforts, including newsletters and Board of Health visits to educate about the Training Hub, workforce requirements, and other important topics.
- Develop and deliver short, targeted training in person or remotely as needed or requested.

This advertisement can be found here:

<https://berkshireplanning.org/about/employment-internship-opportunities/>

ADDITIONAL RESPONSIBILITIES

- Conduct inspections as needed (e.g., food, septic, housing, pools, recreational camps).
- Maintain certifications such as FDA Standardization, Soil Evaluator, or Title 5, as applicable.
- Assist with online permitting system support.
- Support development and implementation of the Berkshire Public Health Alliance Strategic Plan.
- Assist with quarterly and semiannual progress reports for the DPH and internal stakeholders.
- Assist with grant tracking, budget reporting, and program evaluation.

MINIMUM QUALIFICATIONS

- Registered Sanitarian, or ability to obtain within 18 months of hire.
- Ability to obtain relevant certifications within one year of hire (e.g., FDA Standardization, Soil Evaluator, Title 5 Inspector, Food Manager, Certified Pool Operator).
- Strong project management, interpersonal, and facilitation skills.
- Ability to work independently, set priorities, and manage workflows.
- Ability to travel throughout Berkshire County, MA all times of the year to attend meetings, events, and training.
- Ability to work both independently and collaboratively with field staff, state agencies, and local boards.

PREFERRED QUALIFICATIONS

- Master's degree in Environmental Health, Public Health, or a relevant field.
- Current relevant certifications (e.g., FDA Standardization, Soil Evaluator, Title 5 Inspector, Food Manager, Certified Pool Operator).
- Experience delivering technical or public health-related training to adult learners.

PAY RANGE

As of July 01, 2025, the pay range for this role is \$38.46-\$48.83 per hour, depending on education and experience. Market adjustments and merit raises are generally available in July each year. BRPC may not alter the pay range unless the position is re-posted.

BENEFITS

- MA State Retirement System
- Health, Dental & Vision Insurance
- Short-Term Disability, Long-Term Disability, Life Insurance
- Medical & Dependent Care Flexible Spending Accounts (FSA)
- 457b Deferred Compensation Plan
- Generous Paid Time Off (Vacation, Sick, Holidays, Floating Holiday)
- Professional Development Funds

EEO/SMOKE- AND DRUG-FREE WORKPLACE

This advertisement can be found here:

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BRPC is a smoke- and drug-free workplace that does not discriminate based on race, ethnicity, age, or gender and actively seeks diversity, equity, and inclusion in all its hiring.

No telephone calls. Application review begins January 26, 2026, and will continue until the position is filled.

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