



BRPC

Berkshire Regional Planning Commission

1 Fenn Street, Suite 201
Pittsfield, MA 01201
T: (413) 442-1521 · F: (413) 442-1523
TTY: 771 or (800) 439-2370
berkshireplanning.org

Internship Opportunity

Help shape the future of Berkshire County while gaining hands-on experience supporting local planning projects for municipalities across the region! This internship is an ideal opportunity for students interested in community development, public service, and the future of small-town and rural communities.

To Apply: Complete an online application via our website. General questions can be directed to work@berkshireplanning.org.

Community Planning & Development Intern – Summer 2026

35 hours per week, for 12 weeks. Hybrid.

General Description

BRPC works directly with our 32 communities on a variety of Community Planning and Development projects including zoning bylaws, comprehensive planning, open space and recreation plans, housing production plans, and grant administration. This position will support a broad swath of this important work through data collection, report writing, community meeting engagement, among other tasks to support this work.

Responsibilities

- Support the logistical, administrative, and organizational needs of select projects within Community Planning and Development projects.
- Assist with data collection and analysis for housing production plans, open space and recreation plans, and grant applications.
- Engage community stakeholders and conduct outreach as needed.
- Conduct research on planning and housing initiatives in other destination-type communities like Berkshire County.

Minimum Qualifications

Successful candidates are organized, detail-oriented, self-directed, and strong written and oral communicators. Familiarity with Berkshire County communities and unique challenges is a benefit. Applications must have a valid driver's license and access to transportation for potential fieldwork. Must have working knowledge of MS Outlook, Word, Excel, PowerPoint, etc.



BRPC

Berkshire Regional Planning Commission

1 Fenn Street, Suite 201
Pittsfield, MA 01201
T: (413) 442-1521 · F: (413) 442-1523
TTY: 771 or (800) 439-2370
berkshireplanning.org

Preferred Qualifications

Ideal candidates will have knowledge of planning concepts, specifically in the context of Massachusetts and New England. In addition, any experience working with Commonwealth and Federal grant programs is a benefit. Self-starting and motivated is key.

Compensation

This internship has an expected pay rate of \$15.00-\$27.00 per hour, based on education and experience.