



BERKSHIRE ENVIRONMENTAL ACTION TEAM

20 Chapel St. Pittsfield, MA 01201 • thebeatnews.org

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Protecting the environment for wildlife in support of the natural world that sustains us all.

Clean Energy & Infrastructure Associate Job Description

June 11, 2026

Salary: \$52,109 – 40 hours/week (full time)

Benefits:

- 75% cost share for health insurance (Beginning 30 days after hire date)
- 160 hours paid vacation (Beginning three months after hire date) plus paid time off between Christmas and New Year's Day
- 40 hours paid sick leave
- 12 paid holidays

Duration: After a six-month evaluation period, the position becomes permanent (subject to positive performance review).

Clean Energy & Fossil Fuel Infrastructure Program Responsibilities:

- Working closely with the Clean Energy Program Director, advance transitions away from fossil fuels and toward clean energy solutions in the Berkshires through public education and advocacy.
- Monitor and participate in federal, state, and regional energy proceedings, including pipeline proposals, utility rate cases, energy facility siting, and long-range energy planning efforts, while helping residents engage in public decision-making processes through comments, hearings, petitions, and other advocacy opportunities.
- Develop resources for community members to understand energy infrastructure, utility regulation, energy affordability & efficiency programs, electrification, and environmental justice issues.
- Support outreach and advocacy related to utility affordability and maintain BEAT's collection of clean energy resources, educational materials, and public information tools.

Policy Advocacy & Civic Engagement Responsibilities:

- Support public participation in energy, transportation, and climate decision-making processes while advancing policies that align with BEAT's mission.
- Develop action alerts, fact sheets, testimony, and other advocacy materials that help residents understand complex policy issues and participate effectively in public processes.
- Translate technical and regulatory information into accessible language

Transportation & Mobility Advocacy Responsibilities:

- Support efforts to improve safe walking, bicycling, public transit, and other sustainable transportation options while reducing transportation-related greenhouse gas emissions.
- Advance transportation solutions that improve accessibility, community connectivity, and environmental outcomes through advocacy, public engagement, and participation in local and regional planning efforts.
- Develop resources that help residents understand transportation issues, planning processes, available mobility options, and opportunities for civic participation.

Professional Writing & Communications

- Contribute to grant proposals and grant reporting related to clean energy, transportation, and environmental justice.
- Develop website content for BEAT's clean energy and transportation programs.
- Work with the Events & Communications Coordinator on media outreach, storytelling, and public communications that elevate community voices and campaign outcomes.

Special Events & Public Programs Support

- Focusing on public engagement outcomes and relationship building, provide programmatic leadership for webinars, workshops, panel discussions, advocacy trainings, and coalition events.
- Work with the Events & Communications Coordinator to coordinate speakers, technical experts, policy specialists, partner organizations, and community leaders for public-facing educational events.

Anti-discrimination: BEAT has a strong [anti-discrimination policy](#) that outlines the organization's commitments as an equal opportunity employer and as a community leader. This role requires embodying and upholding these commitments.

Requirements

- At least two years of related work experience, such as clean energy infrastructure; regional and/or transportation; community planning; clean energy policy & advocacy
- Strong written and oral communication skills, including public speaking ability
- Passion for preventing pollution, protecting wildlife, and making both local and broader systems change
- Experience and enthusiasm about working with diverse groups of people

Preference

- Spanish language skills
- GIS skills/experience
- Experience working with diverse communities

Working Conditions

- The role requires at least two days a week of in-person presence at BEAT's Education and Leadership Center, located at 20 Chapel Street in Pittsfield, Massachusetts. All staff are welcome to work from BEAT's office with greater frequency as often as they prefer.
- This role requires occasional evening and weekend presence at events.
- This role involves occasional tabling at community events on behalf of BEAT.

To Apply: Interested applicants may submit a resumé, cover letter, and writing sample of any length to Melanie@thebeatnews.org with the subject line "Clean Energy & Infrastructure Associate."

Candidates will be asked to provide professional references as part of the interview process. Applications will be reviewed on a rolling basis until the position is filled.