

# JOB POSTING



# Oakwood Village

<b>Job Title:</b>	Full-Time Law Director	<b>Job Category:</b>	Law Legal
<b>Department/Group:</b>	<b>Law</b>	<b>Schedule</b>	40 hours per week Flexible Work Hours
<b>Location:</b>	Village Hall	<b>Travel Required:</b>	Less than 5%
<b>Level/Salary Range:</b>	Commensurate salary based on experience	<b>Position Type:</b>	Full-time non-exempt
<b>Contact:</b>	<b>Brian Thompson</b>	<b>Date Posted:</b>	March 10, 2026
<b>External Posting URL:</b>	Village Website		
<b>Applications Accepted By:</b>			
<b>EMAIL:</b> Email: Bthompson@oakwoodvillageoh.com Subject Line: Law Director	<b>MAIL -OR- IN PERSON</b> Brian Thompson Village of Oakwood 24800 Broadway Avenue Oakwood Village OH 44146 <b>IF IN PERSON, IT MUST BE BY 4:30P.M. BUSINESS DAY</b>		
<b>Job Description</b>			

**The Village of Oakwood is accepting resumes for the full-time position of Law Director.**

**The Law Director must be an attorney-at-law licensed to practice in the State of Ohio. The Law Director serves as the chief legal officer for the village. He or she provides legal counsel to the mayor, council, and administrative departments while overseeing the village's legal affairs. Key duties include drafting legislation, drafting and reviewing village contracts, providing legal opinions, representing the village in civil and administrative actions, and overseeing assistant law directors and prosecutors. These duties include daily consultation with village officials on legal issues facing the village. This involves consultation with and provision of advice to village officials on the negotiation, drafting and implementation of contracts; advice concerning numerous employment and labor issues; the drafting and submission of informal and formal opinions concerning legislation, legal options for the conduct of village business and miscellaneous matters; updating village officials on the effects of changes in laws applicable to municipal corporations; advising village boards and commissions on building code and zoning issues; handling and/or overseeing litigation of civil matters; consulting with and supervising the village prosecutor in the handling of criminal misdemeanor cases.**

**ADDITIONAL NOTES**

The Village of Oakwood is an Equal Opportunity-Affirmative Action Employer