

Employment Information

The Village Manager, in conjunction with the Department of Finance/Treasury, is responsible for administration of the human resources functions of the village, including personnel recruitment, selection, onboarding, compensation, benefits administration, professional development and training, performance improvement, labor relations, and related matters. The Village of Lake Orion employs 17 full-time, 16 part-time, and 11 seasonal personnel through whose outstanding and dedicated work the village is able to provide high quality municipal services to our community through the following departments:

- **Village Manager**
- **Village Clerk**
- **Finance and Treasury**
- **Lake Orion Downtown Development Authority**
- **Police**
- **Public Works**

The village provides rubbish collection, yard waste collection, and curbside recycling collection services through a single-hauler waste contract. The village's current waste collection contractor is **GFL Environmental**.

The village contracts with the Charter Township of Orion for **Building Department** (permits and inspections) and **property tax billing and collection** services.

The village contracts with the Oakland County Sheriff for **911 emergency dispatching** services.

The **Orion Township Fire Department** provides fire prevention, suppression, and rescue services, and **Orion Township Public Library** provides library services for the village through tax millages levied in both communities.

Oakland County Equalization Division provides assessing services for the township and village.

The village provides planning and zoning administration services through a contract with the planning firm **McKenna** of Northville, Michigan.

The **Oakland County Water Resource Commissioner's Office** provides sanitary sewerage system operation, maintenance, and capital improvement services by contract with the village. OCWRC also is responsible for issuing soil erosion and sedimentation control permits for construction or land grading projects within the village.

Orion Neighborhood Television (ONTV) provides public, education, and government (PEG) cable television programming for the village and township using the cable franchise fees collected from both communities.

Non-Discrimination Policy and Title VI Compliance

By ordinance, the Village of Lake Orion prohibits any person from being discriminated against in employment, housing, or public accommodation because of actual or perceived race, color, religion, national origin, sex, age, height, weight, condition of pregnancy, marital status, physical or mental limitation, source of income, family status, sexual orientation or gender identity. The village adopted a **Human Rights Ordinance** in 2016 to reinforce its commitment to diversity, equity, and inclusion (DEI) within our community.

The village also adheres to Title VI of the United States Civil Rights Act of 1964 (42 U.S.C. 200d) non-discrimination regulations. The Village Manager serves as the village's Title VI Coordinator. Title VI resources include:

- **Lake Orion Title VI Non-Discrimination Plan**
- **MDOT Title VI Information**
- **MDOT Title VI Complaint Form** and **Complaint Procedures and Investigation Guidelines**
- **I-Speak Language Flashcard**
- **University of Michigan Language Resource Center**

Union Representation

Some village employees are represented by one of two unions. Our full-time and part-time police officers and desk-records clerk are represented by the Police Officers Association of Michigan (**POAM**). You can download and view the **POAM Collective Bargaining Agreement**.

Our public works employees are represented by the American Federation of State, County and Municipal Employees (**AFSCME**) **Council 25**. You can download and view the **AFSCME Collective Bargaining Agreement**.

The Village Manager, department heads, and most clerical staff are not affiliated with any union.

Employment Opportunities

Occasionally, the Village of Lake Orion has job openings available and seeks qualified applicants to fill these vacant jobs. The village advertises these job openings in the [Lake Orion Review](#), on this web page, and in any other appropriate media depending on the nature of the job. Interested job seekers are encouraged to check these media often for available job opportunities with the village. A completed **employment application** is required and can be returned by villageadmin [at] lakeorion.us (**E-mail**).