

Seasonal Lock Tender

Fox River Navigational System Authority (FRNSA)

The Fox River Navigational System Authority has proudly maintained and operated the historic Fox River Lock System since 2004. Spanning nearly 39 miles from Appleton to De Pere, the Fox Locks represent one of the nation's most unique and fully restored hand-operated lock systems. With 16 of 17 locks restored and 15 operating each season, the system is a recreational, historical, and economic asset for Northeast Wisconsin.

We are seeking **Seasonal Lock Tenders** to join our Lock Tender Team and help preserve this living piece of history.

Position Overview

Lock Tenders serve as the on-the-water ambassadors of the Fox Locks. They provide safe passage for boaters, share the story of the lock system, and help maintain the beauty and functionality of each site. Professionalism, courtesy, and a welcoming presence are essential, as Lock Tenders are often the first point of contact for visitors.

Worksites may include one or more locks along the river. The navigation season runs from **mid-May through early September**, with some locations open through the **first weekend of October**.

- **Northern Locks:** Open 7 days a week 10a-8p
- **Southern Locks:** Open Saturdays and Sundays 11a-6p
- Holidays are paid at **time-and-a-half** base pay (Memorial Day, July 4, Labor Day)

Primary Responsibilities

- Safely operate lock mechanisms and valves
- Provide historical information to visitors
- Remove debris from locks, gates, and valves
- Maintain lock grounds in a clean, park-like condition
- Sweep walkways, clean handrails, and tidy lock buildings
- Plant and care for flower gardens
- Inspect lock structures and grounds for safety concerns
- Use mobile devices for data entry and recordkeeping
- Assist with storm cleanup as needed
- Follow all FRNSA policies and procedures
- Perform additional duties as assigned

Qualifications

Required

- Ability to work independently and collaboratively
- Strong communication and customer service skills
- Physical ability to operate lock equipment (turning wheels, valves, tripods)
- Flexibility to work weekends and varying schedules
- Willingness to work outdoors in changing weather conditions

Preferred

- Valid driver's license

Training is provided to ensure safe and effective lock operation. Lock Tenders report directly to the Lock Tender Coordinator.

Compensation & Schedule

- **Hourly Wage:** starting at \$16.50/hr. weekdays + \$2/hr. add-on for weekend hours worked
- **Pay Frequency:** Bi-weekly via direct deposit
- **Time Commitment:** 8–40 hours per week, **10a-8p.**
- **Season:** Mid-May through Labor Day Weekend

This is a **seasonal** part-time role and does not include permanent-employee benefits. Seasonal employees may work up to **1,039 hours** in a 12-month period.

Additional Requirements

- Must be a **Wisconsin resident** by the time of hire
- Employment requires a background check
- FRNSA does not sponsor work visas; all employees must complete an I-9 form
- FRNSA is an **equal opportunity employer** committed to diversity and inclusion

How to Apply

Visit www.foxlocks.org and search “Employment,” or go directly to: <https://foxlocks.org/employment-opportunities/>

For questions, contact: **Patrick Tarkowski, Lock Tender Coordinator** ptarkowski@foxlocks.org

Staff Signature _____ Date _____

Mgr. Signature _____ Date _____