

**2025  
CAMP TRINITY  
INFORMATION SHEET**

Thank you for applying for a staff position at Camp Trinity. Without people like you, our ministry would not be nearly as effective as it has been in the past. We hope the following will answer some of your questions, but feel free to contact the camp office for help or additional information at (252) 247-5600.

**POSITIONS AVAILABLE**

Program Coordinator, Activities Coordinators, Music Coordinator, Arts and Crafts Coordinator, Waterfront Coordinator, Boat Lifeguards, Pool Coordinators, Counselors and Nurse positions are available.

**LOCATION**

Trinity Center is located on Bogue Island, six miles west of Atlantic Beach and twelve miles east of Emerald Isle on the coast of North Carolina. Morehead City is the nearest large town. The address is P.O. Drawer 380, Salter Path, NC 28575 or 618 Salter Path Road, Pine Knoll Shores, NC 28512.

**OPERATION DATES**

The season begins with Staff Training on May 30, 2025. The first session begins on June 9. The last session ends on August 8. The season will end on August 9th after the closure of the camp facility. All applicants must be available for these dates of the summer contract.

**FACILITIES**

Camp Trinity is a part of Trinity Center, which is a conference center and camp supported by the Episcopal Diocese of East Carolina. Camp Trinity has four (4) dormitories that will house twelve (12) staff members and eighty eight (88) campers, if at full capacity. Other staff members are housed in our Lagoon Cluster housing. Meals will be provided in our dining room. Laundry facilities are available for your use. We also have an athletic field, a covered sports building, arts and crafts room, canteen, swimming pool, and beach pavilion. The Center has 59 acres that cover land from the shore of Bogue Sound across the island to the ocean with 1,500 feet of oceanfront.

**GENERAL DUTIES OF CAMP STAFF**

**COUNSELORS** will have charge of eleven (11) campers each session if at full capacity. Your general duties will generally involve the well-being of the campers under your charge. You will be expected to lead and organize activities ranging from worship to group games. Those who have talents in certain areas will be expected to teach campers in the areas that you have talent and have expressed a desire to teach. Counselors do assist in teaching swimming lessons, sailing, paddle boarding and kayaking.

The **CAMP NURSE** will be expected to carry our medical duties as needed by the camp.

The **WATERFRONT COORDINATOR, POOL COORDINATORS, AND BOAT LIFEGUARDS** will be expected to organize the waterfront activities (pool, sand and beach) as well as teach swimming, canoeing, paddle boarding, and sailing (sunfish sailboats). They also take responsibility for the care and maintenance of the equipment. The Waterfront Staff also works with other areas of the program. **\*These positions require Lifeguard Certification.**

The **ARTS AND CRAFTS COORDINATOR** will be responsible for teaching arts and crafts to cabin groups daily as well as providing coordination and integration of other arts activities in the camp as needed. They also work directly with our Session Leaders and help organize any materials and tools needed for Morning Program.

The **PROGRAM COORDINATOR** will be responsible for program planning and implementation of daily camp activities. This will involve programming and scheduling in areas such as: games, shareshops, special events, Christian Education, worship, music, and sports.

The **ACTIVITIES COORDINATORS** will be responsible for the coordination of our daily shareshops and general program activities. They will also assist with varied waterfront activities including paddle boarding, canoeing, and sailing. **\*These positions require Lifeguard Certification.**

The **MUSIC COORDINATOR** will be responsible for leading and organizing music with the campers daily as well as providing support and coordinating music for worship and Christian Education.

**NOTE: ALL positions must be able to swim and will support the Waterfront sailing/swimming programs daily.**

#### **TIME OFF**

Most of our sessions will operate Sunday – Friday. Staff members will be given a day off in between the sessions (Saturdays), unless otherwise noted by the director. All time off is determined by the Camp Director.

#### **GOALS OF CAMP TRINITY**

- To provide a Christian camping experience that is diverse, inclusive, nurturing, loving, and affirming, while challenging each person to be responsible to and for the other.
- To build and live in an intentionally Christ-centered community so that each camper might gain a deeper understanding of and appreciation for his/her own skills, abilities, and gifts as a child of God.
- To develop a sense of thankfulness for and stewardship of God's creation.
- To provide a quality Christian Education experience.

**Our Camp Directors will be happy to answer any questions at any time outside of your scheduled interview. Please don't hesitate to reach out via email or phone.**

## QUALIFICATIONS

The **PROGRAM COORDINATORS** must have at least one year of college and possess leadership skills. (Program Coordinator, Activities Coordinator\*, Music Coordinator and Arts and Crafts Coordinator.) \*Activities Coordinator positions also require Lifeguard Certification.

The **NURSE** must have an RN degree (or higher).

The **ARTS AND CRAFTS COORDINATOR** must have experience in teaching and be creative in planning and implementing arts programming in camp.

**COUNSELORS** must be high school graduates and/or 18 years of age. This position seeks individuals with excellent skills in the care and support of children in the camping program.

The **WATERFRONT LIFEGUARDS/COORDINATORS** must have experience in teaching swimming, water safety, paddling, and sailing. The lifeguards must have up-to-date Water Safety Instructor Certificate and/or a "Lifeguard Training Today" Certificate from the American Red Cross. WSI's/"Lifeguard Training Today" Certificates are needed for the pool positions and a "Lifeguard Training Today" Certificate is needed for the boating program. Sailing Certification is also desired for the boating program. If under the age of 25, waterfront lifeguards/coordinator must have taken and passed the NC Boater's Safety Course.

**All staff positions are encouraged to have "Lifeguard Training Today" Certificates since all staff are involved in teaching swimming, sailing and canoeing classes and provide waterfront coverage to campers.**

We hope that you would come to us with some experience working in a Christian setting with young people; however, it is not a necessity. Teaching and outdoor skills are welcome, but again are not necessary. We also need people who are in good physical condition, who learn rapidly, who like and respect young people, and who affirm camper potential. Staff also need to be eager to work hard and long hours. They must be able to adapt to change and handle difficult situations. Camp is indeed a place where staff can share and grow in their leadership qualities.

## PAY

The salaries for the positions will be announced at time of contracting with staff for the summer season. **All include your room and board.** All salaries vary and are subject to the standard taxes.

CAMP TRINITY, C/O MARY BETH BRADBERRY, DIRECTOR  
REFERENCE QUESTIONNAIRE...CONFIDENTIAL  
P.O. DRAWER 380, SALTER PATH, NC 28575  
(252)247-5600 OR (888)874-6287

Your name has been given as a reference by \_\_\_\_\_ (the applicant) who submitted an application to work as an employee with Camp Trinity. We would appreciate your completing this form and returning it in the enclosed envelope so that we may make a decision on the applicant's ability to fulfill this commitment. All information will be confidential. Thank you.

\_\_\_\_\_  
(Signature of person requesting the reference)

Please rate the applicant objectively, indicating your opinion by an X.

**Integrity**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Intellectual Attainment**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Emotional Stability**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Social Concern**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Cooperative Attitude**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Initiative**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Appearance**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

**Leadership Capacity**    \_\_Superior    \_\_Above Average    \_\_Average    \_\_Below Average

1. How long have you known the applicant? \_\_\_\_\_  
In what capacity? \_\_\_\_\_  
\_\_\_\_\_

2. Describe the applicant's reliability and willingness to make a commitment such as this. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. What is this person's maturity of judgment? How does this person react in situations of stress or when making decisions? \_\_\_\_\_

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4. Are you aware of any problems that would limit the applicant's ability to fulfill this obligation? If yes, please explain. \_\_\_\_\_  
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5. Are you aware of any problems or concerns that should limit or preclude this individual from working with children? \_\_\_\_\_  
If yes, please explain. \_\_\_\_\_  
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6. Would you recommend the applicant for placement in a setting such as ours?\_\_\_\_\_ Or, do you feel he/she may be more suited for another type of position? If so, why?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Are you aware of any time at which the applicant's driver's license or other license (e.g., professional) has been suspended or revoked? If so, give full details.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Are you aware whether the applicant has ever been arrested or charged with driving under the influence? If so, please give full details known to you.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Are you aware whether the applicant has ever been convicted of child abuse or a crime involving actual or attempted sexual molestation? If so, Please explain.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. Are you aware of any formal or informal charge, claim, or complaint ever having been made that the applicant has engaged in inappropriate sexual behavior? If so, please explain. Please note that this question does NOT seek any information concerning the sexual orientation of the applicant. \_\_\_\_\_  
\_\_\_\_\_

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11. Is there any fact or circumstance about the applicant's background that would call into question the advisability of entrusting the applicant with the supervision, guidance, and care of young people? \_\_\_\_\_

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12. Are you aware of any other information that would bear upon the appropriateness of the applicant's involvement in Camp activities? If so, please explain. \_\_\_\_\_

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Other comments: Please feel free to call us at (888) 874-6287 or (252) 247-5600 if you have any additional information you feel would be helpful in our making this decision. (Please use the bottom portion of this application if there is any information you wish to give, or comments about the applicant's character, personality or experience).

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

PLEASE RETURN THIS REFERENCE TO:  
MARY BETH BRADBERRY  
CAMP TRINITY  
P.O. DRAWER 380  
SALTER PATH, NC 28575

CAMP TRINITY, C/O MARY BETH BRADBERRY, DIRECTOR  
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Signature: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: \_\_\_\_\_

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SALTER PATH, NC 28575