

The Presbyterian Church of Jackson Hole
Youth & Ascent Ministries
Coordinator Application Packet



PCJH | YOUTH

Inviting teens to know God, together, through Jesus Christ, who is...

“the Way, the Truth, and the Life” ~John 14:6

PCJH
HIGH SCHOOL



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PCJH
MIDDLE SCHOOL

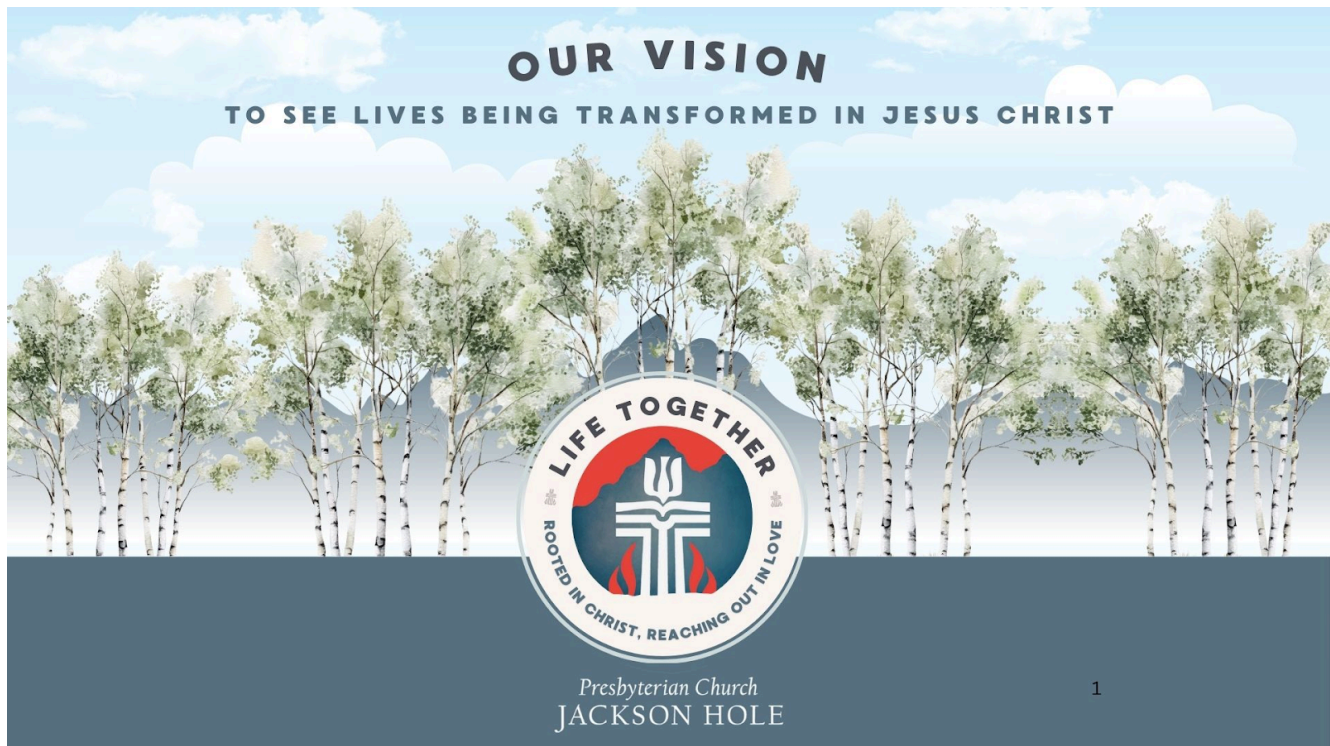


The Youth and Ascent Ministries Coordinator serves the Jackson Hole community and seeks to fulfill the purpose of the Presbyterian Church of Jackson Hole as outlined in the Mission Statement.

Our Vision: To seeing lives being transformed by Jesus Christ
Our Mission: Life together, rooted in Christ, reaching out in love in Christ reaching out in love.

Transformed people transform people.
Transformation begins with roots of trust in Jesus Christ.
Transformation develops within Christ-centered communities.
Transformation multiples as we reach out in love.
Transformation continues throughout our lives.
Will you join us on this journey of transformation?

As we live out this mission, PCJH is committed to being a Christ-centered, Biblically-based, healthy congregation that welcomes all, does its ministry and mission with excellence, and is present in our community and world as salt and light. Our beliefs are reflective of the Reformed tradition from which our denomination, the Presbyterian Church (USA) has grown.



Get to know us: pcjh.org

https://www.instagram.com/pc_jh/

[PCJH YouTube Channel](#)

[PCJH Issuu-Annual Reports & Triannual Newsletter *The Pinnacle*](#)

About our Church and Community

The Presbyterian Church of Jackson Hole is a community-based, Christian church. At PCJH you will find people from many denominational backgrounds... and none; some younger and those a bit older; the politically conservative and others who are liberal; richer folks and poorer folks; those from “born-again” experiences and others from an “actions speak louder than words” belief; some with a deep knowledge of the Bible and some with just a preliminary understanding of the Scriptures. What holds us together is a heart of gratitude to God for the reality of God’s grace in our lives, a desire to become more like Jesus, God’s son and our Lord, and an active caring for our neighbor.

As a church, we gather weekly on Sundays and Wednesdays. There are also many other programs, special events and small groups that meet throughout the week. Our Sunday morning worship attendance averages 250 people, with a robust youth and children’s Sunday school program. On Wednesday night we provide classes, a community dinner, afterschool program and other activities. Our community dinner draws an average of 100 people each week for food, conversation and fellowship. The Youth and Ascent Ministries are described more on the next couple of pages!

Being a church in one of the most popular resort towns in the world requires a unique model of ministry. We have many people who come and go as seasonal residents, as well as people who come and go due to the fact that Jackson Hole is often a place of transition as people move onto whatever is next in their lives. Many people who live in Jackson Hole are people who love the outdoors (skiing, river rafting, fly fishing, hiking, climbing, paragliding, mountain biking, etc.). PCJH created a Wilderness Ministry program as part of our vision process last year. The Wilderness Ministry at PCJH invites individuals and families to experience life together with God and others through the awe-inspiring beauty of Jackson Hole. Rooted in Christ, this ministry uses outdoor adventures as an outreach to deepen faith, build community, and experience the joy of God’s creation and presence. Many come here as young adults wanting to play; families who want to raise their children with an outdoor lifestyle; or people who are fortunate enough to retire here. We have another large segment of our population who are immigrants from Latin America and Eastern Europe who work in many of the service industries. Jackson is a small town with many urban amenities, restaurants, non-profit organizations and services. It is a strong community of people who are committed to one another.

The beauty of Jackson Hole is beyond comparison. Jackson is the gateway to Grand Teton and Yellowstone National Parks. It is a place that captures the hearts of many from all over the world. It is truly a blessing to have the opportunity to live, work and play in Jackson Hole. It is an even greater blessing to be able to proclaim the gospel and do ministry in a town like Jackson, Wyoming... the last of the Old West.



Youth & Ascent Ministries Overview

The Youth (True North) and ASCENT ministries exist to **form disciples of Jesus Christ by fostering belonging, spiritual growth, and service engagement**. Programs emphasize relational discipleship, intergenerational connection, and partnership with families as core strategies for faith development.

Youth Ministry Overview (Middle School & High School)

Core Weekly Rhythms: Youth ministry maintains consistent engagement through these gatherings combine food, discussion, games, and biblical teaching to cultivate community and spiritual growth

- Weekly **Middle School Breakfast Club (Tuesdays)**
- Monthly **High School Breakfast (first Wednesday)**
- Weekly **Sunday School participation**
- Ongoing mentoring, small groups, and relational outreach



Discipleship Pathways

- **Confirmation** remains a central milestone experience each spring, including classes, mentoring, and retreat participation.
- **Milestone recognition** for graduating seniors and younger transitions strengthens student identity within the church.
- Small group studies and one-on-one meetings provide personalized discipleship.

Events, Retreats & Service

- **Middle School Service Week** continues as a foundational summer outreach opportunity.
- Traditional travel mission trips have experienced **declining participation**, leading to exploration of **local mission retreats and shorter service experiences** better suited to current student culture and schedules.
- Community service projects, lock-ins, and seasonal social events remain important for connection and outreach.



ASCENT Young Adult Ministry (20s–30s)

ASCENT provides a **spiritual and social community for young adults**, many of whom are new or seasonal residents. Primary engagement includes:

- Weekly Bible study gatherings
- Participation in church community dinners
- Service opportunities and special events
- Relational outreach and leadership development

From our [2025 Annual Report](#)

This year our youth ministries were vibrant! With a combination of students who have been attending youth programs here for a while and newcomers, all were made part of the PCJH True North family. Our middle school ministry, Breakfast Club, averaged at 20 students each week. This made our mornings together full of energy and small group times filled with a variety of perspectives and ideas.

During the summer we held our annual service week, focused on local missions. Our first-ever all-girls group crushed it in the heat of July!

Our high schoolers completed a mission trip to Chicago! These students (another all-girls group) served a brand new community, as well as each other through this unique experience that will impact all for years to come.

We focused on Service and mission this fall with the help of our short-term intern. This helped bring our weekly lessons about God to life, as we practiced loving our neighbors together as a youth group.

Between our Sunday school group, Middle School Breakfast Club, and High School monthly breakfast and bible study, our students here at PCJH are engaged in meaningful ways while balancing everyday life. They are supported by volunteers, staff, and a caring congregation for whom we are so grateful! We pray that students continue to feel that this is a place where they belong, can be themselves, engage with Jesus, and invite others to be a part of doing life together!



YOUTH MINISTRY TEAM:
Sierra Fulton (Elder),
Megan Walker, Tammy
Mitchell, Ken Blount,
Lori Dodd, Grant Ross

Ascent continues to be a welcoming, inclusive community for people in their 20s and 30s who are looking for meaningful relationships and space to explore faith together. While friendships naturally form, what truly brings us together is a shared curiosity about God. We love that our group includes lifelong Christians, those newer to faith, people new to PCJH, and others who are simply searching. That mix is what makes our conversations thoughtful, honest, and rich.

Over the winter and spring, we gathered on Sunday nights for Bible study, creating a steady rhythm of learning and connection. As the weather warmed, we shifted outdoors, meeting weekly for hikes and finding simple ways to spend time together, often around good food and shared tables. In the fall, we were grateful to welcome an intern who partnered with Ascent in local service opportunities. Her presence helped us engage our

community in new ways and sparked excitement for expanding our mission work in the coming year, grounded in a desire to serve as Christ first served us.

Several Ascent members also joined an inter-generational small group as part of the church-wide study of Hebrews. As that study came to a close, the Ascent committee was busy planning our biannual Encounter Storytelling event which took place in December.

Looking ahead to 2026, we are excited to restart our regular Bible study and continue building on the momentum of this past year. We welcomed many new faces and saw deeper relationships form among longtime participants. We pray that God continues to bring people through our doors who need a place to belong, and that He renews our energy and faith as we follow Jesus together into another year.

**The Presbyterian Church of Jackson Hole
Youth and Ascent Ministries Coordinator**

(last updated January 2026)

A. Title: Youth and Ascent Ministries Coordinator

B. Summary and Purpose of the Position

The position of Youth and Ascent Ministries Coordinator exists in order to ensure that PCJH see lives being transformed in Jesus Christ by serving students, families, young adults and the congregation as a community, rooted in Christ and reaching out in love. The YAM (Youth and Ascent Ministries) Coordinator is responsible to provide and oversee a ministry that integrates youth and young adults into the body and mission of Jesus Christ.

The YAM Coordinator will report directly to the Associate Pastor and be accountable to the Head of Staff, and the session of PCJH.

This is a full-time position.

C. Qualifications:

- A love of God through Jesus Christ, demonstrating growth and maturity in faith.
- Be supportive and enthusiastic about pursuing the vision and mission of PCJH;
- A sense of call, passion and commitment to youth and their families.
- A sense of call, passion and commitment to serve the young adults of PCJH.
- Has the necessary skills/professional abilities to fulfill this job.
- Able to work well with others and be a team player.
- Ability to present a positive impression through written, verbal, and relational skills.
- Able to lead teams of volunteers, parents and students.
- Demonstrates flexibility, organization, planning and management skills.

D. Responsibilities

Youth

1. In collaboration with pastoral staff and Youth Ministry Team, oversee and implement an integrated, growing, year-round ministry for the spiritual development of the youth (Middle School and High School) and families of PCJH striving to partner home and congregation.
2. Provide quality leadership for all youth ministry programs (i.e. Sunday School, mid-week gatherings, special events, mission trips, retreats, etc.)
3. Design, plan and implement an annual confirmation program for youth.
4. Oversee and guide the Milestone Ministries program related to youth ministry.
5. When possible, pursue ecumenical relationships and partner in programming with other Christ Centered organizations in Jackson Hole.
6. Research and provide mission/service opportunities both inside and outside of our community.

7. Ensure that the needs of the youth ministry are handled in a professional and timely manner, including:
 - Social media, Email, Photography
 - Newsletters, and Announcements
 - Forms and Registrations

Ascent Ministries

- In collaboration with pastoral staff the Ascent Ministry Team, oversee and implement an integrated, year-round ministry for the spiritual development of young adults (college-age and above).
- Provide leadership for all Ascent gatherings (Ascent, retreats, special events, etc.)
- Partner with ACMNP (A Christian Ministries in the National Parks). Oversee the support group for the Winter ministry team, providing mentorship, and partnering with the team members in various ways, sharing in “life together” during their season here.

Contact Work

Build relationships with youth and young adults through intentional contact with them outside programmed activities, i.e. lunches, dinners, coffee, school lunch visits, sporting events, and other recreational activities.

Youth Volunteer Leader Development

1. Identify, recruit, train and oversee adult and/or student volunteers for the youth ministry.
2. Build a vital volunteer team for the youth ministry.
3. Ensure all volunteer leadership adheres to all church policies and procedures.

Event Planning

1. Help plan, promote, and implement major and special events for both middle and high school in line with the mission of PCJH and youth ministries (i.e. graduation, mission trip, youth retreats, lock-ins etc.)
2. Help plan, promote, and implement special events for young adults.

Youth Ministry Team

1. Assist the Youth Ministry team in developing and maintaining the youth program’s strategic plan, vision, and both short-term (annual) and long-term goals.
2. In partnership with the Associate Pastor and Elder for Youth Ministries, serve as the staff resource for the work of the Youth Ministry Team.
3. Follow all Safe Church policies.
4. Be available for youth and their families as needs arise for care and support.

Ascent Ministries Team

1. In partnership with the Associate Pastor and Elder for Ascent Ministries, serve as the staff resource and liaison for the young adult ministries.
2. Follow all Safe Church policies.
3. Be available for young adults as needs arise for care and support.

Church Staff Coordination

1. Communicate with the church staff, particularly the pastoral staff, in such a way that they are informed and enthusiastically supportive of the priorities and programs of the youth and young adult ministries.
2. When available, work in partnership with other church staff via weekly worship, staff meetings, staff retreats, devotional times, or when asked or required.

Parents/Communication and Profile

Maintain quality and regular communication with parents and families.

Managing Resources

1. Each year, with the Associate Pastor, and the Youth Ministries elder, establish a budget and other resource needs for the Youth and Ascent Programs.
2. Manage the budget and resources throughout the year, keeping the Associate Pastor apprised of any unbudgeted opportunities, resource needs, changes, or concerns.
3. Plan, lead and implement creative fundraising opportunities as needed.

E. Administrative Responsibilities

1. Manage youth and young adult mail, email, texts, phone calls, office traffic, and files.
2. Assist with developing, revising, and maintaining any documents that includes the vision as well as the volunteer position descriptions, policies, procedures, calendars, curricula.
3. Maintain data entry and gather and enter data accurately.
4. Gather and maintain necessary paperwork for students, as well as any State and church required documentation, including applications, background checks, drivers' licenses, insurance for volunteers and staff.
5. Manage purchase of supplies for youth and Ascent programs within the annual budgetary requirements and gather and submit receipts for all payments as required by the established policies and practices of the Finance Team of PCJH.

F. Supervision

Under the direct Supervision of the Associate Pastor and overall, under the Head of Staff.

G. Accountability

The Youth and Ascent Ministries Coordinator agrees to abide by the personnel and all church policies as adopted by the session.

As with all staff, the Youth and Ascent Ministries Coordinator is accountable to Jesus Christ, Head of the Church, and to the session of PCJH.

H. Compensation and Benefits

The YAM Coordinator will be compensated with a competitive salary and full medical benefits. Full-time employees also receive holiday pay, vacation days, and sick days in accordance with the current PCJH Personnel Policy.

POSITION APPLICATION

To apply for this position, please email a cover letter and resume to our Associate Pastor, Rev. Dr. Tammy Mitchell at tmitchell@pcjh.org.

Please remember to include the following materials in your application packet:

- Cover Letter
- Resume
- References (at least two)
- Relevant work and ministry experience
- A brief (approximately three-minute) video introducing yourself and sharing why you feel called to apply for this position

We are happy to provide more information around the position and answer any questions. Please reach out!

Tammy Mitchell, Associate Pastor & Youth/Ascent Coordinator Task Force Co-Chair
tmitchell@pcjh.org
307-734-0388

Laura Soltau, Youth Ascent Elder & Task Force Co-Chair
laurawestsoltau@gmail.com
214-288-3850

