

May 25, 2011

Pastor Michael Smith
Washington Presbyterian Church
1278 Montgomery Road
Washington, DC 20001

Dear Pastor Smith:

I am submitting my credentials to be considered for the Associate Pastor position listed on Westminster Theological Seminary's website. I believe that my education and experience uniquely qualify me for this position and am excited at the prospect of further communication.

I recently completed my Master of Divinity degree from Westminster and was ordained in the PCA earlier this month. Over the past six years, I have enjoyed pastoring the youth in my church. Through community outreach, the Lord has blessed us with tremendous growth. I have had the opportunity to watch teens from the church's neighborhood become Christians and blossom into mighty witnesses for Christ. The Lord has used this time both to confirm my calling to ministry and to hone my ability to minister effectively to youth.

My position as Youth Pastor has also afforded me frequent preaching opportunities and allowed me to enhance my leadership and administrative abilities. In particular, under the guidance of the Senior Pastor, I instituted a bi-weekly evening service that has run for over a year. My responsibilities at this service entail regular preaching, providing the order of worship, and general oversight.

Other experience has also been critical to my development as a minister. Being part of a thriving college and career ministry and member of a Christian Education committee enabled me to gain experience planning curricula, training leaders, and orchestrating events. Serving as a discipleship leader taught me how to establish relationships that help others develop a deeper walk with the Lord. As a pastoral intern and Youth Pastor, I have experienced first-hand the complexities of parish life and how to solve problems biblically whenever they arise. My many years of ministry experience have taught me how to lead, work as part of a team, effectively communicate the Word of God to individuals of all ages, and share Christ's love with others.

The experience that I have gained in the secular world has also been formative. For nearly eight years I worked as a pharmacy technician. I learned how a Christian can impact the workplace for Christ. The Lord also taught me patience with difficult people and empathy for those suffering. Along with developing my character, I gained practical skills such as customer service, time management, and self-discipline.

Thank you for your time. I am excited at the possibility of ministering at Washington Presbyterian Church.

Soli Deo Gloria,
John Moore