

Donald Hopkins

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(098) 765-4321

456 My Street, San Diego, CA 76543

Andrew Thompson
Falmouth Lutheran Church
123 Your Street,
Houston, TX 12345
(123) 456-7890
example@youremail.com

[month, day, year]

Dear Mr. Johnson,

A recently ordained pastor, I've devoted myself to community service to provide spiritual guidance and spread the teachings of Christ to those most in need. As a ministry volunteer with the Boston Teen Challenge, I delivered ministry services to teenagers and adults suffering from behavioral and substance abuse issues. My passion for religious outreach and public service will allow me to thrive in the pastor role with Falmouth Lutheran Church.

Your congregation's mission to provide spiritual guidance and essential services to the poorest members of the community draws me to apply for this position. I'm confident I can be a valuable asset to your organization based on my early career accomplishments:

- Delivered pastoral counseling to congregation members and taught community Bible classes to facilitate the spiritual and personal growth of students
- Coordinated with counselors, pastors, and volunteers to plan events and community service initiatives, including food drives, Toys for Tots, and fundraising efforts for funeral expenses
- Communicated with the local population and supported outreach initiatives to invite members of the community to join the congregation

I hope to speak with you further regarding how my community outreach experience can help grow your congregation. You may contact me via phone or email for any additional questions you may have about my background. I appreciate your time and consideration.

Sincerely,

Donald Hopkins