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Sample Pastor Letter

“I am coming to you.” (John 14:18b)

Dear Church Family and Friends,

Pentecost is one of the most significant holidays on the church calendar. It is the day we celebrate the birthday of the church, and it is an opportunity to recommit to the church’s mission and ministry right here in our community and around the globe! It’s a joyous occasion where we invite the Holy Spirit to guide us toward God’s reign through our work together as a faith community.

In Acts 1:8, just before Jesus ascends, he commissions the 11, “Rather, you will receive power when the Holy Spirit has come upon you, and you will be my witnesses in Jerusalem, in all Judea and Samaria, and to the end of the earth.”

The act of Jesus’ ascension to Heaven is a palpable reminder for us today: We are Christ’s continuing ministry in the world. That is the purpose of church — to be the visible body of Jesus Christ alive and at work in the world today.

Paul underscores this important understanding in his letter to the Ephesians. After talking about Christ’s ascension, he writes: “[God] gave [to the church] some apostles, some prophets, some evangelists, and some pastors and teachers. [God’s] purpose was to equip God’s people for the work of serving and building up the body of Christ” (Ephesians 4:11–12, CEB). We are the church, TOGETHER!

The Pentecost Offering, one of our denomination’s four churchwide Special Offerings, supports ministries with children, youth and young adults in our community, across the nation and around our world. As you give to this important Offering, remember that 40% of your gift remains in our church to support ministries with younger people in our community as we choose. **This year, we plan to use our 40% to [explain how you plan to use the retained portion here].** The remainder of your Offering is forwarded to the denomination so that young adults can form a foundation for their lives through a year of service in the Young Adult Volunteer Program; youth can be among the 5,000-plus having mountaintop experiences in worship, play and faith formation at events like the Presbyterian Youth Triennium; and children can receive educational support through the Educate a Child, Transform the World initiative. **[Will your youth be participating in PYT Beyond? Have you commissioned a Young Adult Volunteer? Will you? Mention that here.]**

During this Pentecost season, as we celebrate God’s many gifts to the church, I invite you to join me in celebrating our part in building lives of faith among our children, youth and young adults. These younger members of the household of faith are not just the future of the church — they ARE the church — and they are God’s gift to us. Thank you for all the ways that you give.

Yours in Christ,