September 16, 2026

Vinton Baptist Church
219 E. Washington Avenue
Vinton VA 24179

Dear Human Resources Committee & Church Congregation:

As you are aware, I have attended Leland Seminary for the past six years in order to obtain a Master of Christian Leadership degree in pursuit of fulfilling God's calling on my life; I continue to audit classes through Leland each semester. I am so thankful to Vinton Baptist leadership and church members for walking with me through the seminary process and for sponsoring my ordination last month. This church, including pastors, leadership, members, and those who attend regularly, have provided such encouragement in both my educational pursuits and my desire to be ordained and to minister in a formal capacity. God has brought us together in His service, and I am thankful.

Throughout my nearly nine-year tenure as Communications Coordinator, I have had the pleasure of forging relationships with church members, serving in an administrative capacity in the church office, and communicating news and events to our church family and the public. I officially became a member of Vinton Baptist in the summer of 2021 and have been blessed by strengthened relationships and the opportunities to teach in Wednesday night Bible studies, Sunday School, and from the pulpit. Since beginning my formal education at Leland Seminary, God has specifically drawn me to the field of spiritual disciplines and discipleship, teaching me to develop my own spiritual habits and encouraging me to point others in a similar direction, especially through the Young Adult Sunday School class. God has utilized each of these facets of learning and experience to equip me for the position of Minister of Communications & Pastoral Care.

I feel humbled to be recommended by the Human Resources Committee for this position, which expands Vinton Baptist's ability to minister through digital engagement, pastoral care, and discipleship. I am excited to broaden our communications and online presence to reach our community. I also cherish the prospect of ministering to our homebound folks, bringing the love of God and of Vinton Baptist members directly to them. Spiritual formation and discipleship through Sunday School and other ministries fall in line with the passions God has given me. I genuinely believe that God has brought me to the Vinton Baptist family to minister "for such a time as this."

Your support of God's call on my life has been immeasurable already, and I would very much appreciate the opportunity to serve God in my first pastoral position as Minister of Communications & Pastoral Care at Vinton Baptist Church.

God bless you,

Kim Yonce

Kimberly (Kim) Campbell Yonce

3983 Sterling Road, Roanoke VA 24014
540-793-0961
kim.yonce@cox.net

MISSION STATEMENT

- To fulfill God's call in a ministerial position, sharing the love of Christ with others through the power of the Holy Spirit.

EDUCATION

- Master of Christian Leadership from Leland Seminary, June 2026
- Graduate Certificate in Theological Studies from Leland Seminary, June 2023
- Bachelor of Arts in English from Geneva College, May 1995

CERTIFICATION

- Ordination, Vinton Baptist Church, Vinton VA, August 2026

PROFESSIONAL EXPERIENCE

- **VINTON BAPTIST CHURCH, VINTON VA**
  Communications Coordinator, November 2017 - Present
  A part-time (32 hours/week) position: publish weekly e-newsletter via Constant Contact; produce weekly bulletin, including relevant announcements; create worship slides utilizing ProPresenter; update digital signage using ThinkSIGN software; build and maintain church website through Subsplash with current information and events; maintain church social media presence; assist church groups and members with projects; answer phone calls; provide general services to church members, attendees, and visitors.
- **BROOKHILL BAPTIST CHURCH, ROANOKE VA**
  Ministry Coordinator, January 2017 - July 2019
  A part-time (5-10 hours/week) position: provide organizational and administrative support to the pastor and the church as a whole; coordinate various ministries and activities in conjunction with the church calendar; serve as Youth Leader and Song Leader; lead Ladies' Bible Study, as needed; update Facebook & church website regularly; publish monthly church newsletter.
- **CAVE SPRING UNITED METHODIST CHURCH, ROANOKE VA**
  Administrative Assistant, April 2015 - November 2017
  A part-time (24 hours/week) front office position: serve as receptionist and first contact with church members and office visitors; maintain database and compose emails utilizing Constant Contact; create weekly e-newsletter using information provided by pastors, office staff, ministries, church members, and partner organizations; proofread and copy weekly bulletins and monthly newsletters; create a weekly PowerPoint slideshow for electronic bulletin board; provide basic office support; manage office volunteers for regularly scheduled duties and special projects; process mail; serve as back-up for logging weekly contributions into ACS.
- **FIRST BAPTIST CHILD DEVELOPMENT CENTER, ROANOKE VA**
  Lead Teacher, Ducks 1 (Pre-K) Class, April 2011 - April 2015
  Assistant/Lead Teacher, Friendship Company (After-School) Class, September 2007 - March 2011
  Full-time (Ducks) and part-time (Friendship Company) teaching positions: prepare themes, goals, calendars, and lesson plans; prepare art activities and select developmentally appropriate, theme-based toys/games; maintain a structured and organized classroom; prepare children academically, socially, and emotionally for kindergarten in the Ducks Class; promoted from Assistant Teacher to Lead within one year in Friendship Class.
- **WURTH WOOD GROUP, ROANOKE VA**
  Office/Sales Assistant, June 2007 - March 2011 (Part-time)
  Purchasing Agent, November 2003 - December 2006 (Full-time)
  Credit Manager, October 1998 - October 2003 (Full-time)
  Inside Salesperson, November 1997 - October 1998 (Full-time)

REFERENCES AVAILABLE UPON REQUEST