



## Job Description

<b>Job title</b>	<i>RHCCC English People Pastor</i>
<b>Group</b>	<i>English People Group</i>
<b>Reports to</b>	<i>English People Lead</i>
<b>Revised Date</b>	<i>March 28, 2024</i>

### Church Background

Richmond Hill Christian Community Church (RHCCC) is a Purpose-Driven, multi-site campus church that carries out the five purposes of the New Testament Church: Worship, Fellowship, Discipleship, Ministry, and Mission. We are a multi-cultural, multi-generational, and multi-lingual (3M) evangelical church which ministers in English, Cantonese, and Mandarin. To learn more about RHCCC, visit <https://rhccc.ca/rhccc/e/>

### Reporting Structure

This position reports to the English People Lead, working closely with the English Staff Team and Deacons.

### Job Purpose

To provide general pastoring, support, and leadership to the English People Group at RHCCC and intentionally grow in each of the 5 Purposes of the Church. Will eventually be tasked and responsible to lead one of the Purpose Groups at a future date.

### Duties and Responsibilities

The primary duties and responsibilities include:

1. Collaborating with the other Pastors & Deacons in the English Ministry team to shepherd, support and lead the English People Group.
2. To lead, help teach and guide our church community to live Purpose-Driven lives and growing through our Intentional Discipleship Pathway (IDP).

5 Purposes	Specific Ministry	Description
<b>1. WORSHIP</b>	Sunday Service	Participate in Pastoral Responsibilities for Sunday Worship Services as assigned (i.e. chair, announcements, scripture, etc.).
<b>2. FELLOWSHIP</b>	Small Groups (SG)  Small Group Oversight	<p>Join and Participate in a Small Group.</p> <p>Provide small group oversight as assigned by the Fellowship Pastor.</p> <p>Intentionally connect with and support brothers and sisters in the English People Group through our Fellowship Ministry beyond Sundays.</p> <p>Point newcomers to small groups and help to address their possible question(s) about the church.</p>
<b>3. DISCIPLESHIP</b>	Curriculum Development  Essentials (IDP)	<p>Assist the Discipleship Pastor and Committee in developing English Ministry content as assigned.</p> <p>Help our people become aware of their discipleship journey and help guide them on the IDP.</p>
<b>4. MINISTRY</b>	Ministry Base Developments	<p>Learn your S.H.A.P.E.</p> <p>Assist the Ministry Pastor and Committee in raising awareness to the English People Group about serving opportunities when requested.</p>

<b>5. MISSION</b>	PEACE Plan	Participate in one summer mission purpose event as assigned in the first 1-2 years (As directed by the Mission Pastor). <b>[Mission Project]</b>
<b>6. Core</b>	Staff & Committee Meetings          3M (church-wide)	Attend regular meetings include: -Tues English staff meetings @11am -Friday Chapel at 9:30am -English Ministry Committee (EMC) meetings every 4 <sup>th</sup> Tuesday Evenings at 8pm. Join committees assigned by your Supervising Pastor.  Participate in any church-wide ministry initiatives as requested (i.e. Prayer Meetings, etc.).

**Mentorship Plan**

The incoming pastor will meet with their supervisor weekly for prayer, to debrief about the ministry for the week, and review upcoming/on-going responsibilities. Two books (Church Leadership & Theological) will be initially assigned to be discussed and reviewed.

This pastor will be paired with another pastor or appropriate staff member to check in with them monthly for support and encouragement.

**Qualifications**

1. Proficiency in English (helpful knowing Cantonese and/or Mandarin).
2. M. Div. or equivalent.
3. Ability to lead, organize and work with a team of volunteers and deacons.
4. Heart for people and their needs.
5. Gifts in leadership, shepherding, caring, mercy ministries, and prayer.
6. Willing to be fully part of RHCCC 3M team and family, including being a full participant and member of a small group.
7. 5 years of ministry experience (pastoral/shepherding/counseling) preferred.

**Working Conditions**

Tuesday to Friday regular office hours, including evenings and weekend responsibilities. Mondays are considered sabbath rest days for pastors. Flexible hours for hospital and home visits to congregants are required.

**Physical Requirements**

Nil

**Direct report to this position**

Ministry Assistant

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