



## Job Description

Job title	<i>English People Pastor</i>
Job Type	<i>Full Time Position (37.5 hours/week)</i>
Group	<i>English People Group</i>
Reports to	<i>English People Pastor Lead and Purpose Pastor Lead</i>
Location	<i>Bayview Campus - 9670 Bayview Ave, Richmond Hill, Ont. L4C 9X9</i>
Compensation and Benefits	<i>Salary Range: \$53,000-\$69,000 per annum depending on experience Benefits: Vacation and ACEM Extended Health &amp; Dental Benefit</i>
Vacancy Status	<i>This is an existing vacancy</i>
Date	<i>February 2026</i>

### Church Background

Richmond Hill Christian Community Church (RHCCC), a member of the Association of Chinese Evangelical Ministries (ACEM). 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 both People Lead Pastor and Purpose Lead Pastor (the details refer to dual reporting structure). Though mainly focusing on developing ministries within language ministry one belongs to, this role carries the expectation to work with congregants from other language ministries.

### 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).

Five 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	Join and Participate in a Small Group.  Provide small group oversight as assigned by the Fellowship Pastor.  Intentionally connect with and support brothers and sisters in the English People Group through our Fellowship Ministry beyond Sundays.  Point newcomers to small groups and help to address their possible questions about the church.
<b>3. DISCIPLESHIP</b>	Curriculum Development  Essentials (IDP)	Assist the Discipleship Pastor and Committee in developing English Ministry content as assigned.  Help our people become aware of their discipleship journey and help guide them on the IDP.
<b>4. MINISTRY</b>	Ministry Base Developments	Learn your S.H.A.P.E.  Assist the Ministry Pastor and Committee in raising awareness to the English People Group about serving opportunities when requested.

<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 initiative 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

#### Personal Qualifications:

- 1) Committed Christ-follower who feels a call by God into missional ministry
- 2) Desires to help the congregation, the unchurched, local and global communities encounter and grow in Christ
- 3) Demonstrates organizational and leadership skills
- 4) Ability to work with people from different cultures/ speak different languages.
- 5) Ability to mobilize people and coach teams.
- 6) Have established connections or ability to build connections with the local community
- 7) Proficiency in English (helpful knowing Cantonese and/or Mandarin)
- 8) Willing to be part of RHCCC 3M team and family member, including being a full participant and member of a small group.

#### Education and Experience Qualifications:

- 1) MDiv. from Accredited Seminary or equivalent.

- 2) At least 3 years' experience working with churches.
- 3) With some experiences of marriage and family ministry; worship; or ministry mobilization will be an asset.

General RHCCC qualification:

- (S) Teaching, Shepherd (models with their life a dependency on the great Shepherd), Knowledge, Writing, Administration (organizing and planning)
- (H) Passion for Discipleship and Champion for Disciple-making. Passionate to help create and design biblical resources that are relevant and theologically sound for an intergenerational church. Experience with Spiritual Formation is a plus.
- (A) Teaching, leading, writing, developing resources with varying mediums to engage a variety of people.
- (P) Creative, adaptable, team player, scheduled leader
- (E) Coaching a team of disciple-makers and content creators, small group leadership experience, teaching and theological experience.

**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**

Nil

**AODA Accommodation Statement**

RHCCC is committed to providing an inclusive and barrier-free recruitment process. We welcome and encourage applications from people with disabilities. Accommodation is available on request for candidates taking part in all aspects of the selection process.

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