

LAGUNA CHINESE BAPTIST CHURCH

POSITION DESCRIPTION

POSITION:	Associate Pastor (Cantonese Speaking)		
LOCATION:	Laguna Chinese Baptist Church		
REPORTS TO:	Reports to the Cantonese Pastor, under the overall leadership of the Senior Pastor.		
SALARY:	Negotiable DOE + Benefits Medical, Dental, Life, Retirement, Continuing Education, Professional Expense Allowance, Paid Vacation, Sick Leave, and Holidays	JOB CREATION DATE:	
STATUS:	Salary, Exempt Level	SHIFT:	Full-time

APPROVALS			
SENIOR PASTOR:		DATE:	
PERSONNEL COMMITTEE:		DATE:	

1. POSITION SUMMARY

The Associate Pastor (Cantonese Speaking) is a called and ordained (or ordainable) minister of the Gospel. This individual provides spiritual leadership, shepherding, and administrative oversight primarily to the Cantonese-speaking congregation. Recognizing that LCBC is one body with multiple language congregations, this role requires a collaborative spirit to support and assist the English and Mandarin congregations as directed. The primary goal is to foster spiritual maturity, evangelistic fervor, and biblical community in accordance with the Baptist Faith and Message 2000.

2. QUALIFICATIONS & REQUIREMENTS

- a. Character Standard: Must meet the biblical qualifications of an elder/pastor (1 Timothy 3:1-7; Titus 1:5-9). Must wholeheartedly subscribe to the Baptist Faith and Message 2000.

- b. Education (Mandatory): Master of Divinity (M.Div.) degree from an accredited Southern Baptist seminary or a recognized evangelical seminary of like faith and message. Completion of this degree must have been achieved through a full-time, immersive course of study, or equivalent theological training and experience approved by the Personnel Committee.
- c. Experience: Minimum of 3 years of vocational ministry leadership, preferably in a multilingual or Chinese American local church context.
- d. Language: Full professional fluency in Cantonese and English (written and oral) is a requirement for this role. Conversational proficiency in Mandarin is highly desirable.
- e. Work Eligibility/Visa Status: Must be able to obtain (or already have) legal authorization to work in the United States, with a goal towards Permanent Residence status if not already obtained. Must be able to pass a California Live Scan background check.
- f. Equal Opportunity: LCBC is an equal opportunity employer and does not unlawfully discriminate on the basis of race, color, national origin, sex, age, disability, or any other status protected by applicable law, except where a bona fide occupational qualification based on religion or sex is permitted for ministry positions under the First Amendment and applicable law.

3. PRIMARY RESPONSIBILITIES & ESSENTIAL FUNCTIONS

The following duties are considered essential to this pastoral role:

PRIMARY RESPONSIBILITIES

- a. Expository Preaching & Liturgical Leadership:
 - i. Proclaim the Word of God in Cantonese worship services (typically scheduled once per month, with additional preaching as needed).
 - ii. Ministerial Flexibility: Maintain readiness to preach more frequently during special liturgical seasons, pastoral absences, or at the specific request of the Senior Pastor or Cantonese Lead Pastor.
 - iii. Collaborate on worship design to ensure gospel-centered, theologically sound liturgy that cultivates communal connection and spiritual unity.
- b. Discipleship & Christian Education:
 - i. Lead, develop, and teach the Cantonese Christian Education curricula (Sunday School) on a regular, recurring basis.
 - ii. Maintain the theological integrity of all teaching materials within the Cantonese department, ensuring alignment with SBC doctrine.

ESSENTIAL FUNCTIONS

- c. **Shepherding, Visitation & Outreach:** (Provide pastoral care as reasonably assigned and carried out in coordination with the pastoral team)
 - i. Provide Pastoral and Biblical Counseling to individuals and families, offering spiritual guidance rooted in the Word of God.
 - ii. Conduct pastoral visitations to provide prayer and the Gospel in various settings, including but not limited to: private residences, hospitals, hospice care, nursing homes, and correctional facilities.
 - iii. Officiate sacerdotal functions, including baptisms, the Lord's Supper, weddings, and funerals.

- d. **Leadership Development:**
 - i. Recruit, train, and mentor lay leaders and fellowship officers within the Cantonese congregation.
 - ii. Oversee fellowship and functional groups across life stages and marital statuses to ensure doctrinal alignment and cultivation of healthy community life.

- e. **Cross-Congregational & Church-Wide Support:**
 - i. Actively assist and support the English and Mandarin-speaking congregations to ensure "One Church" unity.
 - ii. Participate in joint/multilingual services and provide pastoral presence across the whole church body as staffing needs arise or as directed by the Senior Pastor.

- f. **Administrative Collaboration:**
 - i. Participate in weekly staff meetings and annual planning retreats.
 - ii. Maintain professional standards of communication and comply with LCBC's administrative and safety policies.