



FIRST CHINESE BAPTIST CHURCH

第一華人浸信會

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January 1, 2024

### **To English Associate Pastor Candidates,**

The First Chinese Baptist Church (FCBC) of Phoenix, AZ is seeking a qualified candidate for the position of English Associate Pastor to assist and support the Senior Pastor with the church's daily operations and overall leadership of the church, reporting directly to the Senior Pastor.

The candidate shall preferably be an ordained Southern Baptist minister with pastoral gifts and his theological convictions shall be in alignment with the Baptist Faith and Message. He is required to have a seminary graduate degree (preferably an [SBC seminary](#)) with at least three years of pastoral or equivalent church leadership experience in a Southern Baptist Church or in a church of like faith and doctrine. It is desirable for him to understand Chinese or Asian culture as he relates to the total church.

The candidate is expected to demonstrate strong leadership, organizational, and pastoral/relational skills; ability to cast a vision supportive of the church mission and purpose; develop, disciple, and equip leaders to implement that vision/mission/purpose. He is to guide, coordinate, and help plan worship services, Sunday School classes, retreats, and outreaches with the goal of growing the church congregation spiritually and numerically. He is to equip the members with God's Word for the ministries through preaching, teaching, and discipling. He should exhibit godly and trustworthy character, a humble heart and a servant's attitude. The candidate will also be required to work in partnership with the church leaders (especially with the Church Council and Deacons) to glorify God and carry out the Great Commission and the Great Commandment.

Thank you for your prayerful consideration in seeking God's calling to be our English Associate Pastor. If you are interested, please contact the FCBC Personnel Committee at [office@fcbcphx.org](mailto:office@fcbcphx.org).

Sincerely,

FCBC Personnel Committee

## **Brief Description of FCBC Phoenix**

The First Chinese Baptist Church (FCBC), centrally located in Phoenix, provides a friendly place for families and singles to fellowship together while worshiping and serving God. Everyone is welcome at FCBC, from babies to senior adults; English to Chinese speaking (Cantonese, Mandarin and other dialects) as well as people from other ethnic backgrounds. The purpose of all our ministries is to draw people into a closer relationship with God and with one another by centering our Christ-honoring activities on God's Holy Bible. We are a caring church that meets the needs of the Chinese community, providing everyone with a sense of purpose and belonging, as well as a life full of meaning and joy in Jesus Christ.

Our church was established in 1938 as a mission project by then Central Baptist Church and the Home Mission Board of the Southern Baptist Convention, eventually organized as an independent Southern Baptist church in 1957. Our first two pastors, Dr. G. Lawrence Stanley and Dr. Simon Tsoi, each served for over 20 years. FCBC is situated on a 4.5 acre parcel of land in the Arcadia area of central Phoenix with a recently remodeled sanctuary; fellowship hall and classrooms; nursery; family life center (gym, classrooms and a commercial kitchen); and administration building. Two worship services are conducted on Sunday with English at 9:30 A.M. and Mandarin at 11:00 A.M. along with Sunday School classes for all ages and languages. Sunday morning attendance is approximately 150 in-person with another 50 online. FCBC birthed a mission in 1983 that organized itself as the present Northwest Chinese Baptist Church in the northwest part of Phoenix. FCBC jointly sponsored and supported Foothills Baptist Mission which has since become Foothills Baptist Church. As a mission-giving church, FCBC has historically set its annual budget at over 20% for local, national and international missions participation with The Southern Baptist Convention.

FCBC has a unified and faithful congregation led by current Sr. Pastor Dillon Le, seven deacons, and a church council (see the FCBC Organizational Chart below).

**Mission Statement:** The First Chinese Baptist Church of Phoenix, AZ exists to lead people to discover and follow Jesus to live a life of purpose.

**Purpose Statement:** The purpose of FCBC Phoenix is to glorify the Lord Jesus Christ. Our church shall worship the Lord God; disciple His believers for growth and fellowship; seek the non-believers for Jesus Christ and serve the needy.

The five purposes of FCBC (Worship, Discipleship, Fellowship, Evangelism, and Ministry) are based on the Great Commandment (Matthew 22:37-40) and the Great Commission (Matthew 28:19-20) as stated in the FCBC Constitution and referenced in "The Purpose Driven Church" book by Rick Warren.

For more information regarding FCBC, please see our church website – <http://www.fcbcphx.org/>.

For further questions or inquiries, please contact the Personnel Committee ([office@fcbcphx.org](mailto:office@fcbcphx.org))

## Committees

(See [Positions of Service List](#))

### Worship

- Hospitality
- Praise Music
- Audio/Visual/Lighting
- Ushers
- Baptism
- Lord's Supper
- Prayer

### Fellowship

- Recreation
- Food Services
- Transportation

### Missions/Evangelism

- Missions
- Outreach
- Fall Festival

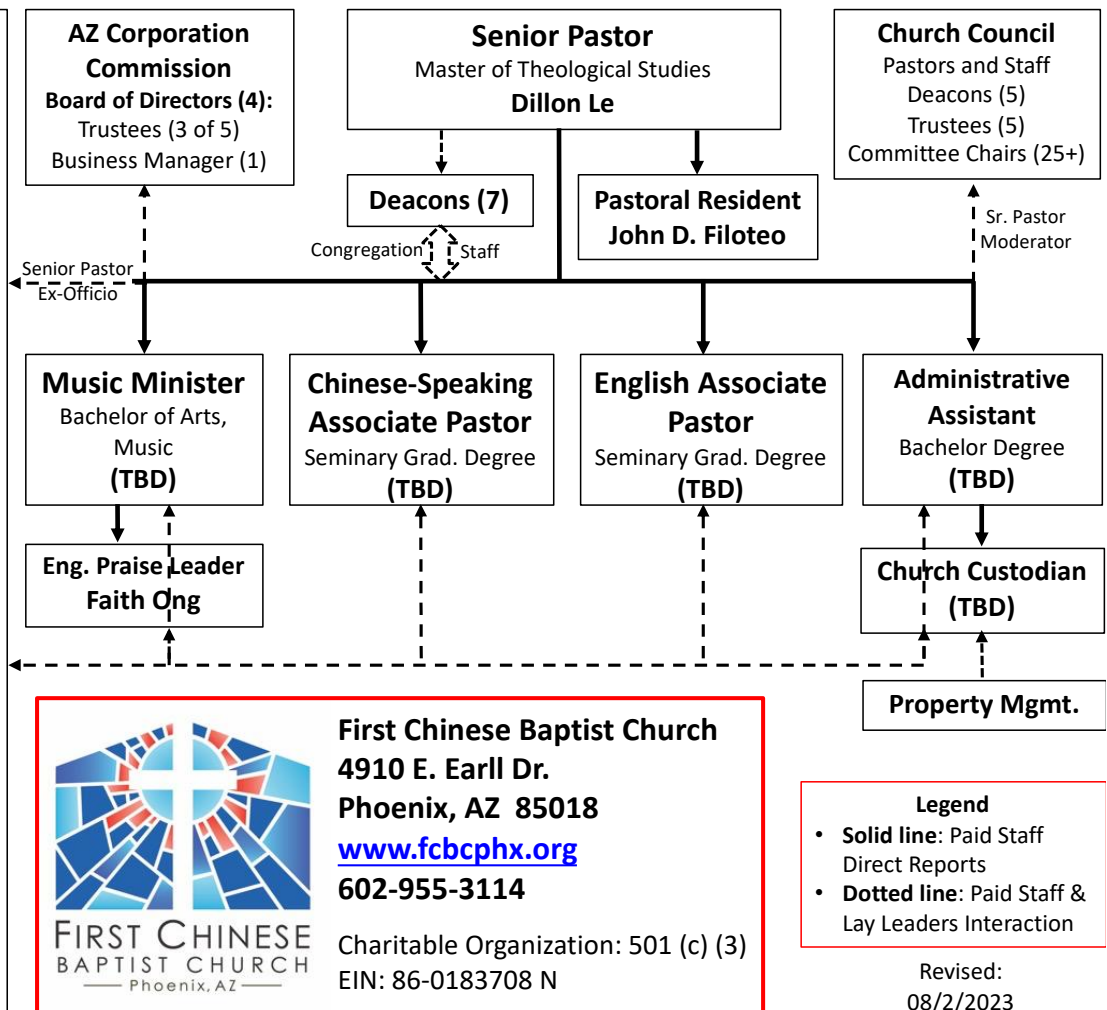
### Discipleship

- Leadership Training
- Sunday School-22 Classes
- Small Groups

### Operations

- Trustees
- Clerk
- Personnel
- Finance
- IT
- Property Management
- Digital Media/Website
- Safety & Security

# First Chinese Baptist Church Organizational Chart



## FCBC English Associate Pastor Job Description

The First Chinese Baptist Church (FCBC) of Phoenix, AZ is seeking a qualified candidate for the position of English Associate Pastor to assist and support the Senior Pastor with the church's daily operations and overall leadership of the church, reporting directly to the Senior Pastor. His tasks include managing events for church ministries, supervising/coordinating church volunteers, and assisting with all church services and activities to grow FCBC in Christ to fulfill the Great Commandment and the Great Commission.

### The English Associate Pastor must meet the following requirements:

- Shall preferable be an ordained Southern Baptist (or like faith and doctrine) minister with pastoral gifts.
- Shall have served as a pastor for at least three years (or equivalent). Additional church leadership experience may include serving in lay leadership positions within a church.
- Shall have a seminary degree (Masters or above), preferably from an [SBC seminary](https://bfm.sbc.net/bfm2000/).
- Shall believe in and support the Baptist Faith and Message (<https://bfm.sbc.net/bfm2000/>)
- Shall be a godly man exhibiting the character described in 1 Timothy 3:1-13; 1 Peter 5:1-11; Ephesians 4:11-16; and 2 Timothy 2:24-26.

### Qualitative Skills/Attributes/Character (sermons and pastoral ministry):

1. **Servant's Heart** – passion to prayerfully serve God, the church and the community with humility, care, compassion, and consideration while being teachable and accountable.
2. **Leadership** – organizational skills and effective leadership (pulpit, administration, committees, etc.).
3. **Gifted Communicator** – possesses excellent verbal skills with the ability to communicate Biblical truths with meaningful applications and able to provide guidance/encouragement for groups/ministries.
4. **Relatability** – possess good people skills: easy to understand, approachable, empathetic, & responsive.
5. **Sensitivity** – ability/discernment to recognize and address social concerns or congregational needs.
6. **Creativity** – be innovative on the application of God's Word and implementing the purposes of FCBC.
7. **Cultural Awareness** – preferable to understand Chinese or Asian culture and a desire to serve in a multi-ethnic/cultural, multi-generational church.
8. **Flexibility** – ability and capability to minister to all age groups.

### Responsibilities include but not limited to:

1. Support the Senior Pastor in leading FCBC to function as a New Testament church to achieve its mission "to lead people to discover and follow Jesus to live a life of purpose" by growing numerically and spiritually. The five purposes of FCBC are Worship, Ministry, Evangelism, Fellowship, and Discipleship based on the Great Commandment (Matt. 22:37-40) and the Great Commission (Matt. 28:19-20) as stated in the FCBC Constitution. Reference: "The Purpose Driven Church" by Rick Warren;
2. Equipping/training/motivating the church members with God's Word for the church ministries and sharing the Gospel clearly through worship, preaching, teaching, training and personal evangelism;
3. Caring for the members and non-members as he is able, including hospital or home visits;
4. Officiating weddings (if ordained) and funerals for members and non-members as he is able;
5. Serving as an encourager and shepherd to the congregation and being sensitive to their needs;
6. Maintaining fellowship and cooperation with the Southern Baptist Convention.

### Salary and Benefits Package

1. Salary commensurate with education and experience.
2. Vacation, holidays, sick days, personal days, spiritual retreat days, missions leave.
3. Fully paid medical/dental premiums for employee, spouse, and dependents; life/ disability insurance
4. Retirement Plan (FCBC Funded Annuity through SBC Guidestone)
5. Other: relocation expenses, continuing education expenses, ministry mileage expenses, laptop.