



仕嘉堡國語宣道會
主任牧師職責說明書

Scarborough Mandarin Alliance Church
Senior Pastor Job Description

修訂 / Date of Revision: Jan 2026

SMAC 异象

以社区为中心，通过小组倍增，建立基督精兵。

SMAC Vision

To be community-centered,
multiplying through small groups,
and building committed disciples of Christ.

1. 属灵领袖与异象带领

Spiritual Leadership and Vision

1.1 确立并引领属灵方向与教会异象

Establish and Lead the Spiritual Direction and Vision of the Church

主任牧师在祷告与圣经真理的根基上，带领全教会共同寻求上帝的旨意，明确并实践 SMAC 的异象与使命，使教会在信仰、生命与行动上合一。定期讲解异象、帮助会众认识教会存在的目的。

The Senior Pastor is rooted in prayer and the truth of Scripture to lead the whole church to seek God's will together. He will develop the vision and mission of SMAC with clarity. So that the church may be united in faith, life, and action. He will communicate regularly to help the congregation understand the purpose of the church.

1.2 带领并推动教会未来发展策略

Lead and Advance the Church's Strategic Development

在长议会及牧者团队的合作下，负责引导教会制订中长期发展计划，明确各阶段重点目标（包括牧养、门训、宣教、寻址、社会参与等），并监督执行与评估。定期评估事工进展并作出方向调整，确保各项事工资源配备与整体目标一致。

In collaboration with the Board of Elder and the pastoral team, the Senior Pastor is responsible for leading and developing mid- to long-term ministry plans, clearly identifying key objectives at each stage (including pastoral care, discipleship, missions, building search, and community

engagement), overseeing their implementation and evaluation. Ministry progress is reviewed on a regular basis, with adjustments made as needed. To ensure that all ministry resources are aligned with the church's overall goals.

1.3 落实宣道会整体使命与发展规划

Implement the Missions and Development Plan of the Christian and Missionary Alliance

带领 SMAC 实现加拿大宣道会 2024–2034 十年“倍增”（“Double Reach”）目标——深化门徒生命、扩展宣教影响力；同时结合教会实际情况，制定具体步骤与评估标准。

To lead SMAC in fulfilling the Canadian Alliance Church's vision of doubling our reach between the ten years from 2024 to 2034—The goal is to deepen the lives of disciples and expand missional impact—and to develop concrete steps and appropriate measures for progress in light of the church's specific context.

2. 教会治理与团队带领

Church Governance and Team Leadership

2.1 全面监督与统筹教会事工

Comprehensive Oversight and Coordination of Church Ministries

对全教会各项事工负有总体监督责任，涵盖中英文堂。确保所有事工目标一致、协调运作，并以教会异象为导向，有效使用资源。

To exercise oversight for all church ministries, including both the Chinese and English congregations, to ensure all ministry objectives are aligned, coordinated, and vision-driven, with resources used effectively towards achieving the church's vision.

2.2 带领和牧养长议会

Leadership of the Board of Elders

主任牧师为长议会的属灵领袖和主席，负责召集并主持会议（通常每月一次），共同商讨重要决策、评估教会事工进展，牧养和带领长老团队，在彼此信任中建立合一。

The Senior Pastor serves as the spiritual leader and Chair of the Board of Elders, responsible for convening and chairing meetings (normally held monthly). Together they will discern and

discuss important policies and strategies, reviewing the progress of the church's ministries, to shepherd and lead the elders, and foster unity from mutual trust.

2.3 带领和牧养牧者团队

Leadership of the Pastoral and Ministry Team

带领中英文牧者、传道、神学生，主持定期会议（通常每周一次），协调讲台信息。关注同工的属灵成长与身心健康，提供辅导与支持，建立互信、协作及共同异象的团队文化。

The Senior Pastor provides leadership to other Chinese- and English-speaking pastors, ministers, and seminary students. They will meet regularly (normally held weekly) and coordinate pulpit ministry. The Senior Pastor will care for the spiritual growth and overall well-being of ministry staff, offering pastoral care and support, and fostering a team culture marked by mutual trust, collaboration, and a shared vision.

2.4 行政管理与制度监督

Administrative and Policy Oversight

确保教会行政、财务与管理制度合乎宣道会宪章、教会章程及法律要求。与财务、行政负责人密切合作，建立健康的管理架构、透明的财务制度及有效的沟通流程。

To ensure that the church's administrative, financial, and governance practices are in compliance with the Constitution and policies of the Christian and Missionary Alliance, the church bylaws, and applicable legal requirements. The Senior Pastor works closely with those responsible for finance and administration to establish a healthy governance structure, transparent financial practices, and effective communication processes.

3. 讲道与教导

Preaching and Teaching

3.1 主日讲台侍奉

Sunday Pulpit Ministry

负责制定年度讲道计划。主任牧师至少每月讲道 1.5 次（每两个月三次），讲章以圣经为中心、以基督为核心、以生命转化为目标。讲道内容需结合信徒属灵状况，兼具

神学深度与牧养温度，并协调其他讲员的主题，使讲台信息保持一致性、延续性和方向清晰。

The Senior Pastor is responsible for developing the annual preaching plan. The Senior Pastor preaches at least 1.5 times per month (three times every two months). Sermons are to be biblically grounded, Christ-centered, and aimed at life transformation. The content of preaching will lead the congregation from its current stage of maturation, combining theological depth with pastoral warmth. He will coordinate with other preachers so that pulpit messages remain consistent, continuous, and clear in direction.

3.2 教导与信仰装备

Teaching and Faith Formation

主任牧师负责建立并监督教会整体的教导体系，包括成人主日学、福音班、初信造就班、小组/团契学习、个人灵修等。帮助信徒在真理上扎根、在信仰上成长，使信徒具备稳固的信仰根基与思辨能力。

The Senior Pastor is responsible for overseeing overall church leadership and ministry structure, including Sunday school, evangelism class, new believers class, small group and fellowship learning, personal devotion materials, and so forth. To assist disciples build a solid foundation on Biblical truth, mature in faith, and equip believers for God-honoring thoughts and action.

3.3 门徒训练与生命塑造

Discipleship and Spiritual Formation

建立生命传承的门训文化，帮助信徒从“被牧养者”成长为“牧养他人者”，使门徒生命持续被塑造、更新，成为合神心意的门徒。

The Senior Pastor will develop a culture of living-by-discipleship for SMAC, to assist believers mature from 'being discipled' to 'make disciples from others', and to help disciples be formed and renewed in Christ, pleasing to God.

4. 牧养与关怀

Pastoral Care and Shepherding

4.1 建立关怀文化

Building a Culture of Care

带领教会形成“彼此相爱”的群体氛围，鼓励弟兄姐妹互相关怀、代祷、扶持，使教会成为属灵家庭与避风港。

To lead the church in forming an atmosphere that is constructive to the Great Commandment of "loving one another", to encourage brothers and sisters to care, pray, support one another, so that the church also becomes a spiritual family and refuge.

4.2 属灵辅导与危机支援

Pastoral Counseling and Crisis Support

在婚姻、家庭、信仰困惑或危机情况下，主任牧师应提供牧养辅导与祷告支持，并在必要时协调专业或牧养资源介入。以真理与恩典并重的态度陪伴会众渡过挑战，帮助他们在苦难中经历神的安慰与塑造。

The Senior Pastor will provide pastoral support in crisis situations of marriage, family, or faith matters through counseling and prayer support. He will make referrals and coordinate with appropriate external professional or pastoral resources as needed. The Senior Pastor stands for both truth and grace, to meet challenges with the congregation, helping them experience God through difficulties with comfort and spiritual formation.

5. 宣教与社会参与

Missions and Community Engagement

推动教会积极参与本地及海外宣教事工，支持宣教士与宣教项目。鼓励信徒关怀社区、参与慈善及公益服务，使教会成为盐与光的见证。

The Senior Pastor will enthusiastically promote both local and global missions, supporting missionaries and missions initiatives. He will encourage disciples to show care for the community, and engage in community charities and services, so the church may become a witness of Christ as light and salt.

6. 领袖培养与传承

Leadership Development and Succession

6.1 领袖发掘与培养

Leadership Identification and Development

主动发掘并培养教会潜在的领袖与事工负责人，建立培训体系（讲员训练、小组带领训练、服事培训等）。陪伴并辅导关键同工，使他们在灵命与领导能力上不断成长。

The Senior Pastor will proactively identify and develop emerging leaders and ministry coordinators within the church, establishing training systems (such as preacher training, small group leadership training, and ministry skills development). He will coach and mentor key co-workers for the gospel, so they may continually mature in both spiritual life and leadership capacity.

6.2 团队授权与接班计划

Team Empowerment and Succession Planning

在信任与监督中适当授权，帮助同工团队成员承担更大责任。同时有意识地培养下一代属灵领袖，确保教会领袖的延续性与属灵传承。

The Senior Pastor will exercise authority appropriately under trust and supervision. He will assist ministry teams and members take on responsibilities, and intentionally develop the next generation of spiritual leaders, to ensure continuity of spiritual succession for the church.

7. 对外联系

External Relations and Missional Connections

外部代表与机构合作

External Representation and Institutional Partnerships

代表 SMAC 与宣道会东区、华人宣道联会及各类教会、机构、神学院等保持积极联系与合作。参与区会会议及联会活动，传递教会异象、建立网络支持，并维持良好的声誉与见证。

The Senior Pastor will represent SMAC in maintaining active cooperation and relationship with the Eastern District of The Alliance Canada, the Chinese Alliance Churches Association, and other organizations and theological institutions. The Senior Pastor will participate in district meetings and other associated activities, communicating the church's vision, building support network, and upholding a positive reputation and Christian witness.

8. 个人生命与榜样

Personal Life as an Example

8.1 作会众的榜样

Be an Example for the Congregation

主任牧师须以敬虔、谦卑、正直的生命为榜样，在家庭、教会与社会中活出真实的信仰。善于自省，谦和待人，忠心事奉，成为会众可以信赖与效法的牧者。

The Senior Pastor is to model a life of worship, humility, and integrity, living out an authentic faith within the family, the church, and the community. He is able to live by self-reflection, a gentle spirit, and faithful service, to be a pastor on whom the congregation may trust and count on.

8.2 持续成长与自我更新

Continuous Growth and Renewal

保持持续学习的心志，定期进修神学、牧养与领导力课程，阅读神学书籍并关注时事，维持属灵与思想上的新鲜度。在服侍与休息、教会与家庭之间保持健康平衡。

The Senior Pastor will continually learn and mature himself in further theological studies, ministry and leadership training, reading spiritual books, and staying informed about current social issues, in order to sustain a wholesome spiritual and intellectual wholesomeness. He will maintain a healthy balance in church responsibilities, rest, and family life.

本职责说明由 Scarborough Mandarin Alliance Church (SMAC) 制定，用于主任牧师聘任与评估过程。此文件可作为聘任协议、候选人评估及绩效检讨的依据。

This document is established by Scarborough Mandarin Alliance Church (SMAC) for the purpose of the Senior Pastor's appointment and evaluation. It serves as the basis for employment agreements, candidate assessment, and performance reviews.