

General Job Description

Position: Resident Scholar

Job Summary: The Community Resident Scholar will act as the Spiritual Leader for the Birmingham Islamic Society. The RS will provide religious guidance, practices and leadership to the BIS Community with respect to all religious educational activities and programs in the community. The Resident Scholar is expected to create and implement activities to engage community members which will result in an increased attendance to all BIS activities including but not limited to attendance to Lectures, Khatirahs, Quran classes, prayers, fundraising, and other events.

Job Duties: To lead, guide and direct the Birmingham Islamic Community (Spiritually) as directed by the BIS Board to include the following.

1. Lead/Coordinate the 5 daily prayers and deliver khatirahs after Fajr and after isha prayers at HCIC. Recruit qualified individuals Coordinate prayers at Homewood and Westside.
2. Deliver and Coordinate Khutba schedule at HCIC, Homewood, Westside, Sterne Library, UAB Hospital, and Jasper.
3. Hold daily/weekly Quran teaching/Tajweed, Tafseer, Fiqh, and Hadith classes and lectures to increase knowledge and spiritual growth of community members. Seek the assistance of qualified individuals to assist in conducting the activities including new Muslim classes.
4. Act as the go to person for fatwas and Islamic religious rulings.
5. Assist BIS Board and The Youth Director to drive youth activities in the community and to increase attendance.
6. Assist in driving and coordinating fundraising activities to assist the BIS community in achieving its financial goals and fulfill its financial obligations.
7. Adhere to all BIS policies and procedures
8. Manage Ramadan religious activities at HCIC, lead Taraweeh prayer, and deliver Khatiras. Collaborate with Prayer Leaders at Homewood and Westside to coordinate Ramadan activities at Homewood and Westside.
9. Increase the number of Musaleen at each prayer and lectures and promote brotherhood and unity in the community.

10. Design, manage and implement educational workshops that meet the needs of our diverse community.
11. Lead Funeral Services (including ginaza salaah, graveside services, etc.)
13. Provide consultation to the BIS Board on religious matters, community issues and masjid activities.
14. Participate in various subcommittees of BIS (e.g., dawa, cultural, khateeb, social, leadership, etc.)
15. Maintain applicable and convenient office hours at the masjid for community members to seek religious counsel, consultation and spiritual guidance. Hours to be agreed upon with the BIS Board.
16. Plan activities and provide updates to BIS Board on a monthly basis utilizing a template to be provided at the time of hire.
17. Perform Marriage (nikah) and divorce contracts. Appoint qualified individuals to perform these services in his absence.
18. Assists in Dawa and Outreach activities as assigned by BIS Board.
18. Other duties as assigned by BIS

Qualifications:

1. A degree in Islamic Studies or related field from an accredited institution.
1. Memorize the Quran.
2. Five to 10 years of experience as an Imam or as a spiritual leadership to include experience in Islamic Shariah and children's education.
3. Comprehensive knowledge in Islamic Law/Shariah, Hadith and Fiqh.
4. Fluent in both English and Arabic.
5. Understanding of the diverse community and the many opinions within the Islamic Shariah. Must be wise to give religious edicts that are conforming to wide variety of opinions.
5. Demonstrated experience in conflict prevention and resolution among community members.
6. Have a dynamic personality and is a strong motivational speaker.
7. Ability to relate to a diverse population and ability to teach and connect with the community
8. Demonstrated experience in family and youth counseling.
9. Must pass a background check

Initial Evaluation Period:

Six months from acceptance of employment, to be measured by

1. Compliance with this job description and
2. Achievement of goals promulgated by BIS from time to time. Subsequent evaluation period is annually thereafter.

Contingencies:

Continuation of employment subject to, in the discretion of BIS

1. Availability of funds from donor
2. Employee's satisfactory job performance and compliance with BIS policy and
3. Not accepting employment with, nor engaging in any activities on behalf of, any organization or group in competition with BIS and not accepting employment that interferes with the duties assigned by this job description.

Office Hours:

Days and times to be agreed upon by BIS Board