



Job Announcement: Prayer Leader

Locations: Fairfield Masjid, Homewood Masjid, and Future BIS Facilities

Organization: Birmingham Islamic Society (BIS)

Position Title: Prayer Leader

Position Summary:

The Birmingham Islamic Society (BIS) is seeking a dedicated and spiritually motivated individual to serve as a Prayer Leader for its facilities in Fairfield, Homewood, and other future locations. The Prayer Leader will play a key role in guiding the spiritual life of the community through prayer leadership, educational activities, and community engagement under the direction of the BIS Resident Scholar.

Primary Responsibilities:

- Lead Maghrib, Isha, and Fajr prayers at designated BIS facilities a minimum of five days per week.
 - Deliver or delegate brief inspirational talks (*khatirah*) in English after Fajr and Isha prayers, five times per week.
 - Deliver two Friday sermons (*khutbahs*) in English on a rotating basis across BIS facilities, as assigned by the BIS Resident Scholar.
 - Announce BIS community updates following Jumu'ah prayer.
 - Organize and lead a weekly family night program, including a lecture on a relevant Islamic topic.
 - Support BIS fundraising efforts by coordinating or assisting with related activities to help meet the organization's financial objectives.
 - Oversee and manage religious activities during Ramadan, including leading *Taraweeh* prayers.
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Additional Responsibilities:

- Report regularly to the BIS Resident Scholar regarding all spiritual programming and arrange suitable substitutes during absences.

- Notify the BIS office of any facility maintenance needs.
 - Monitor the cleanliness of the masjid and encourage community involvement in its upkeep.
 - Ensure compliance with BIS policies and procedures at all times.
 - Promote participation of the local Muslim community in BIS-sponsored programs and events.
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Required Qualifications:

- Fluency in English and the ability to fluently read Arabic texts during *khutbahs* and *khatirahs*.
 - Advanced knowledge of Tajweed rules.
 - A minimum of one year of experience in spiritual leadership, delivering sermons, giving lectures, and engaging with youth.
 - Broad and solid understanding of general Islamic teachings.
 - Strong interpersonal and teamwork skills.
 - Successful completion of a background check.
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Evaluation Period:

- **Initial Evaluation:** A three-month probationary period from the start of employment, assessed based on adherence to job responsibilities and achievement of goals set by the BIS Resident Scholar and designated BIS Board members.
 - **Ongoing Evaluation:** Annual performance reviews thereafter.
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Employment Conditions:

- Continued employment is contingent upon:
 - Availability of funding through community donations.
 - Satisfactory job performance and adherence to BIS policies.
 - Non-engagement in employment or activities with any organizations that compete with BIS or that conflict with assigned responsibilities.
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Interested candidates should submit their resume, cover letter, and references to [Insert Contact Information or Application Link].

The Birmingham Islamic Society is an equal opportunity employer and is committed to fostering a welcoming and spiritually enriching environment for the entire community.