



Islamic Foundation North

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Islamic Foundation North Job Opening for Quran Academy Director

About IFN:

Alhamdulillah, The Islamic Foundation North (IFN) Masjid was opened on July 2, 2004 in the Northern Suburbs of Chicago to fulfill the religious, social, and cultural needs of the Muslim community. Since its inception, IFN offered a wide spectrum of services to the Muslim community of Northern Suburbs and southeast Wisconsin. Today, IFN is one of the most active and leading Islamic centers in the Chicago land area, specifically Lake County.

IFN Quran Academy is one of our key programs at IFN as we strive to develop future Muslims with strong connection and understanding of the Quran. Three programs are currently being offered through the Quran Academy and these include: A full-time hifz program, a part time hifz program, and Quran Nazira classes for male and female youth of different ages. Masha'Allah, the IFN Quran Academy has graduated to date more than 20 Huffaz over the past several years.

Job Title: Quran Academy Director

Nature and Scope of Job:

We are seeking an experienced and qualified Quran Academy Director to join the IFN team and be part of our diverse and vibrant community. The Quran Academy Director will be an integrated member of the IFN Religious Committee with a primary responsibility of leading the Hifz programs and overseeing the Nazira program at IFN. In addition to this key role, the Quran Academy Director will also be involved in numerous religious activities at IFN to ensure full engagement with the community and the rest of the Religious Committee members.

Applicants should be excellent communicators, skilled in leveraging new technologies to enhance teaching and presentation style, active in promoting hard work and dedication, and committed to challenging our students to be knowledgeable, ethical, and capable global Muslim citizens.



Primary Responsibilities:

Responsibilities Specific To Quran Academy Leadership

- Prepare course materials with carefully designed long-range plans and homework materials
- Focus on Quran Hifz and Tajweed with one on one guidance and mentorship to students as needed
- Provide appropriate level of Quran understanding to students to supplement their Hifz and strengthen their connection with Quran
- Establish a process for formal and informal assessment of student progress; including report cards, progress reports and grading
- Participate in staff meetings and professional development activities in coordination with IFN Executive Committee
- Integrate “tarbiyah” of students such as, social responsibility, kindness and other Islamic teachings and values into daily routine
- Provide progress reports and status updates to parents during parent:teacher conferences and to Quran Academy Administrative Lead on periodic basis.
- Maintain appropriate standards of behavior, mutual respect, and safety within classroom

Responsibilities Related to Religious Committee Membership

- Member of the IFN Religious Committee
- Develop and deliver a weekly Tajweed program for adults and youth
- Participate in leading some of the daily prayers at IFN; with preference to Jahr prayers (Fajr, Maghrib, Isha)
- Lead Taraweeh prayers in Ramadan in coordination with IFN Imam
- Contribute to the delivery of adult and youth religious programs at IFN in coordination with the Religious Committee and IFN Imam



Qualifications:

- Must be a Hafiz of the Quran with Ijazah or Sanad from an accredited institution
- Excellent Quran recitation with appropriate Tajweed
- Previous experience in U.S.A as a Hifz/Quran Teacher is preferred
- College degree is preferred
- Good communication, leadership, and mentorship skills; with special emphasis on excellent interaction with youth
- Reliable and dedicated individual
- Able to manage a class of 10-15 students
- Adequate knowledge of Islamic faith and practice (e.g. Fiqh, Sunna, Tafseer, Hadith)
- Effective communication in English is required. Additional languages such as Urdu or Arabic are preferred.
- Works well in a team
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Salary and Benefits: A competitive salary and benefits package will be provided and details will be discussed with respective candidates during the interview process.

Application Instructions:

To apply for the job, please send a cover letter and a copy of your most recent resume to the following email addresses:

hifz.jobs@ifnonline.com

Naveed Ismail, IFN President: naveed.ismail@ifnonline.com

Ahmed Nader, IFN Vice President: Ahmed.Nader@ifnonline.com

AbdulKhaliq Mohammed, Quran Academy Administrative Lead: Bilsumaye@gmail.com