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| OVERVIEW |
| **Job Title** | **Youth Imam (Gainesville Based)** |
| **Department** | ADAMS Office of the Imams (AOI) |
| **Reporting Relationships** | Reports to: AOI Lead Coordinator  | Supports: Youth | Education | Qurtuba | Intra-Muslim  |
| **Role Purpose** | Serve as religious educator and mentor with a focus on youth development and empowerment  |

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| KEY ACCOUNTABILITIES & ACTIVITIES  |
| **Key Accountabilities** | **Key Activities**  |
| AOI Services (85%) | * Provide youth specific mentorship and spiritual development
* Provide Imam services as needed (ie. Weddings, Counseling, Khatiras, etc)
* Develop & lead religious programs including classes, workshops, and halaqat (unstructured education)
* Support the development of weekly Khateeb resources guides
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| Education Support (5%) | * Be a resource for:
	+ Qurtuba Education Programs
	+ Islam 101
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| Community Response Services (5%) | * Maintain weekly community office hours
* Involvement in community outreach and engagement
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| Administrative Activities (5%) | * Sit on the ADAMS Education, Programs, & Activities Shura Council
* Participate in EC and BoT meetings as requested
* Attend administrative meetings with the Chief of Staff (CoS)
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| QUALIFICATIONS/REQUIREMENTS |
| **Necessary Knowledge, Skills and Experience**  | * 5 years of experience teaching Islamic Studies to youth
* Must have excellent interpersonal skills and the ability to work well with a diverse community.
* Must have extensive Islamic education
* A degree in Islamic Sciences from a reputable institution is preferred
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| WORKING CONDITIONS |
| **Working Environment** | There should be some “core hours” throughout the week that are agreed upon with the Executive Committee.  |
| **Work Timings**  | Full time position. |