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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 |
| Education Support (5%) | * Be a resource for:   + Qurtuba Education Programs   + Islam 101 |
| Community Response Services (5%) | * Maintain weekly community office hours * Involvement in community outreach and engagement |
| 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. |