



Andover Islamic Center



In the Name of Allāh, the Most Gracious, the Most Merciful

Job Title:	Imam & Community Outreach Coordinator
Location:	Andover, MA
HR Contact:	hr@andoverislamiccenter.org
External Posting URL:	
Applications Accepted By:	
EMAIL: hr@andoverislamiccenter.org	MAIL: Andover Islamic Center 204 Andover St, Andover, MA 01810
Job Description	
<p>The Andover Islamic Center, established in 2019 with plans of expansion, is seeking a full-time Imam to help drive the growth and build community while guiding the spiritual path of the congregation. This candidate needs an outstanding foundation in deen, youth development and interest/expertise in community development. Andover, MA is a historic town 20 miles north of Boston home to a large community of Muslim families, many of whom have young children.</p>	
REQUIREMENTS	
<ol style="list-style-type: none">1. Excellent recitation of the Quran with proper Tajweed.2. 4-year degree from a recognized Islamic University/Madrasa.3. Excellent command of English (spoken and written).4. Ability to work with people of different cultures and backgrounds.5. Ability to interact with and relate to youth.6. Prior experience in community outreach and interaction with non-Muslim communities.7. A dynamic personality with demonstrated expertise in leadership skills and an engaging speaker.8. US Citizens or Green Card holders only.	
PREFERRED SKILLS	
<ol style="list-style-type: none">1. Memorization of the entire Quran.2. Prior experience as an Imam.3. Excellent command of Arabic (spoken and written).4. Previous involvement in an Islamic educational environment.5. Demonstrated experience in family counseling and youth counseling.6. Prior experience with fundraising.7. Facility management experience.8. Familiarity with social media and public relations.	
<p>Please send your resume to hr@andoverislamiccenter.org and a representative will be in touch regarding your candidacy.</p>	

Essential Responsibilities

THE IMAM IS EXPECTED TO:

1. Give the Khutbah and lead five daily prayers along with Jumu'ah, Eid Prayers, and Taraweeh.
2. Offer Islamic family and youth counseling and guidance as needed.
3. Teaches in religious school, Hadith, Seerah, Fiqh lessons, and other Islamic topics to increase knowledge and provide for the spiritual growth of community members.
4. Participate in community, interfaith activities and public relations for Islam and Muslims.
5. Develop and implement educational and extracurricular programs for the youth.
6. Interact with all persons and organizations, Muslim and Non-Muslim, in a manner that reflects positively on the Mosque.
7. Continually strive and conduct oneself in ways that foster unity and a sense of inclusion among all community members, and promote broad participation in Islamic and community activities.
8. Lead by example to prevent discrimination on any basis including but not limited to a school of thought, gender, race, nationality, ethnic origin, citizenship, political affiliation, or economic status.
9. Conduct oneself in a manner that is respectful of the history and diversity of the Muslim community.