



October 31, 2023

Dear Brothers and Sisters,

As-Salaamu 'alaykum wa Rahmatullaahi wa Barakaatuhu. We pray that this letter finds you and your families in good health. Ameen. This is an update regarding organizational changes at Rahma Center.

Earlier this year, Sh. Atef started focusing on the Education role, which has now resulted in the ongoing development and deployment of Rahma Academy, in addition to the growing Quran Institute and enhanced group class offerings. We are happy to announce that Sr. Mubashera has taken on the role of leading Rahma Academy's development. Please review job opportunities for teachers and administrative assistant at <https://therahmacenter.org/jobs> and submit resume to: ra1@therahmacenter.org.

We had also established the counseling department as a stand-alone function that has recently resulted in the addition of pre-marital counseling and divorce mediation to the already popular individual and family counseling offerings. There will be significant growth in services as the physical counseling offices come online as part of the Phase 2 construction. As a result, we are glad to announce that Sr. Hira Khan has joined the Counseling Department as the Counseling Department Manager to manage the efficient growth of these offerings.

As you are aware, Phase 2 will encompass over 100,000 square feet of operational space versus the approximately 15,000 square feet that we use today. This will require attention to significantly greater operational elements. With that in mind, we will begin the search for a new Operations Director, which we hope to conclude by Ramadan 2024, Insha Allah. Until a new leader is found and the work is transitioned, Br. Issa will continue to serve as Operations Director for Rahma Center, while evaluating other opportunities inside and outside of Rahma Center. If interested, please review the job description at <https://therahmacenter.org/jobs> and submit resume to: recruiting@therahmacenter.org.

Lastly, to continue to evolve the effectiveness of our governance umbrella, we are pleased to announce the appointment of Sr. Michelle Nashef and Sr. Sadaf Agha as BOD members effective January 1, 2024. They have been instrumental in their current roles as CFO/Property Manager and Community Engagement leader respectively, and they will add BOD membership to their existing responsibilities.

These changes are depicted in the organizational chart shown below (also available on our website under the 'about' section).

We pray that Allah (SWT) guides all of us and makes this Center a source of Rahma for everyone. Ameen.

Wa 'alaykumus-Salaam wa Rahmatullaahi wa Barakaatuhu,

Rahma Center Board of Directors

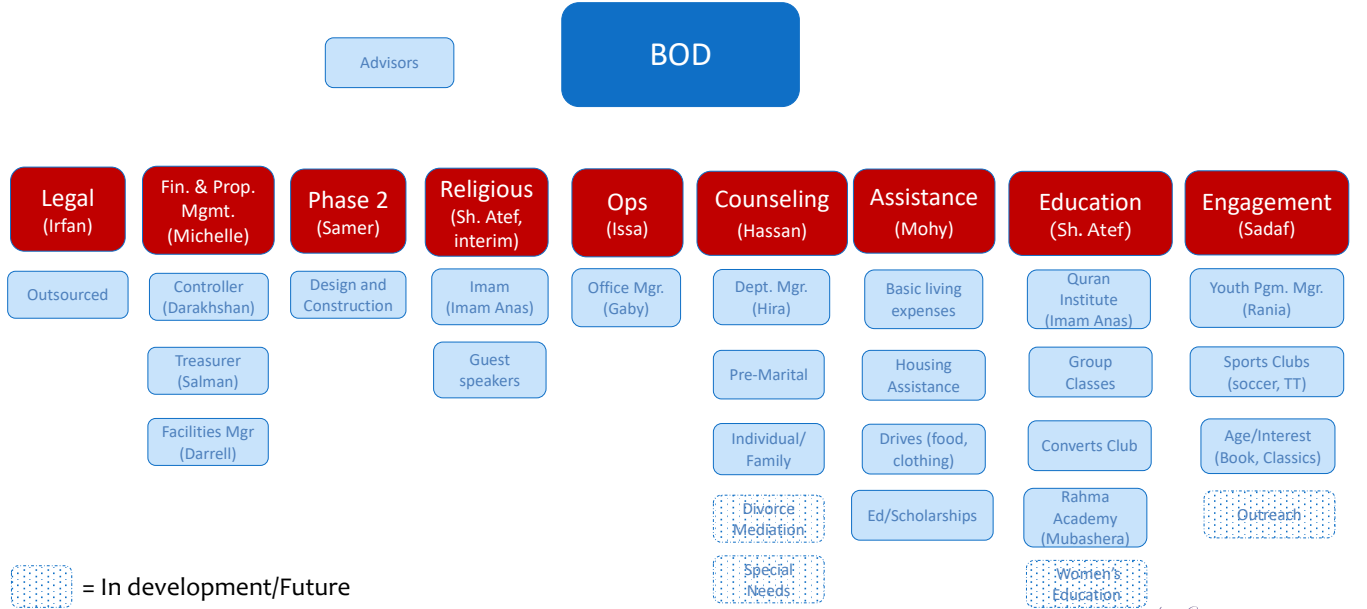
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RC Organizational Structure – October 2023



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