



## **IMAM**

### **SCOPE**

Reports directly to the Religious Director. Serves as the Imam of the Center and is responsible for leading the community in its prayers and assist the Religious Director as needed.

### **PRIMARY RESPONSIBILITIES**

- 1 Lead prayer activities including, but not limited to: call to prayer, congregational prayers, ancillary night prayers during the month of Ramadan (taraweeh or qiyam ul-layl), and holiday prayers (Eid Ul-Fitr, Eid Ul-Adha). Plan the arrangements for adhan and daily congregational prayers on the days and times when Imam is not present.
- 2 Lead the Quran Institute, develop a curriculum, and teach subjects in Qur'an, Tajweed, Hifdh, Arabic, to various age groups by conducting classes up to four days a week.
- 3 Assist the Religious Director on an as-needed basis
- 4 Typical working hours are (may be modified based on program offerings):  
Monday through Friday, and Sunday: Fajr, and Duhr through Isha  
Ramadan: Taraweeh will be performed

### **Knowledge/Education**

- Fluency in English and Arabic. Other languages are a plus.
- The Holy Qur'an committed to memory.

### **Skills & Abilities**

- Must have the ability to lead the congregation in prayers.
- Must have the abilities to teach the recitation and memorization of Qur'an to all age groups.

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Mailing address: 27121 Towne Centre Dr., Lake Forest CA 92610

Email: [office@therahmacycenter.org](mailto:office@therahmacycenter.org)

Federal Tax ID: 85-3255194



### **Experience**

- Working with first- and second-generation Muslims, with understanding of the nuances of the practice of Islam in present day USA society.
- Work experience in related area for 10+ years, with leadership in community of 1,000+ people

### **Compensation**

- Competitive compensation package (base, bonus, housing allowance, insurance, PTO) based on Experience/Skills

### **Legal Status**

- Must be legal resident or citizen of the United States of America.

### **Application Process**

- Send resume/correspondence to email address: [recruiting@therahmacenter.org](mailto:recruiting@therahmacenter.org)