

Job Title: **Assistant Youth Director (Female) of MCWS –Part Time**

Compensation: **DOE**

Inquiries / Questions: mcwsyouthdirector@gmail.com

Education & Experience Requirements :

1. Must have graduated from a High School in the United States.
2. Must have attained at least a Bachelor's degree from an accredited North American college/university.
3. Minimum of two years related training and experience working with Muslim youth in North America, including the conception, planning, and implementation of programs for the Muslim youth.

Goals of This Position:

1. Establish valuable connection with the masjid and the non-masjid going youth via different avenues such as MCWS community events, YMFA, high school MSA events, MCWS sports activities, and other MCWS and non-MCWS related events.
2. Understand what issues the youth are going through and help to formulate activities that will address these issues.
3. Help in creating a youth friendly culture at MCWS.
4. Attend to and be in touch with the interpersonal, social, and cultural needs of our community's youth.

Essential Tasks: The Assistant Youth Director is to serve as the day to day programs manager for the community's youth (12 – 18 years old) as well as serve as a spiritual and motivational guide. Duties will include: Conceiving, planning, managing, and implementing creative and effective programs for the community's youth, including soliciting, maintaining, and following through on feedback.

1. Solicit and recruit community members for successful implementation of the programs.
2. Help lead the Youth Mentoring program for young females.
3. Coordinate weekly halaqas (study circles, classes, and/or talks). Ensure consistent and a high level of participation through effective communication with the halaqa participants.
4. Responds appropriately to all inquiries, referencing/utilizing/coordinating with MCWS Imam, regarding Islamic matters and issues that are raised by the community's youth.
5. Coordinate with Youth Director, and assist him in his duties.
6. Coordinate with MCWS youth group advisors and shura board of YMFA (Young Muslims for Faith and Action).
7. Meet with MCWS Youth Committee on monthly basis (or as needed).

Requirements, Skills, and Abilities: Assistant Youth Director must possess the following qualities:

1. Must have an approachable & youth-friendly personality

2. Should be a motivator, mentor, and a leader for the youth in helping them to become contributing members of our society.
3. Should have strong and positive morals that model the character of Prophet Muhammad (Allah bless him and grant him peace).
4. Should have sufficient knowledge and understanding of the Qur'an and the Sunnah.
5. Should have a good understanding of Islamic history and important Islamic personalities.
6. Must be able to effectively communicate with various age groups in the community.
7. Must have the ability to be tolerant and calm, specifically in difficult and stressful situations.
8. Must have the ability to mitigate differences and have a favorable personality to cohesively work with the Muslim Community.
9. Must have good organizational skills and be able to effectively plan, organize, and execute youth programs.
10. Must be fluent in the English language, oral and written.