



“O you who Believe! Be Helpers (in the cause) of Allah” [Surah 61–14]

IFN Volunteer Sign-up Form

Name: _____

Phone: _____ **Best Time to Call:** _____

Email: _____

Age Group: Youth (10-17) Adult (18-64) Seniors (65+)

Committees/Operations/Events: (Please check all Areas of Interest below)

Open to help with any Committees/Operations/Events

<input type="checkbox"/> Office Administration	<input type="checkbox"/> Relief Efforts	<input type="checkbox"/> Sunday School	<input type="checkbox"/> Ramadan Month
<input type="checkbox"/> Building & Maintenance	<input type="checkbox"/> Zakat	<input type="checkbox"/> Hifz & Nazirah	<input type="checkbox"/> Eid-ul-fitr
<input type="checkbox"/> Banquet and Kitchen	<input type="checkbox"/> IT Support	<input type="checkbox"/> Summer School	<input type="checkbox"/> Eid-ul-adha
<input type="checkbox"/> Membership	<input type="checkbox"/> Interfaith & Outreach	<input type="checkbox"/> Qirat Competition	<input type="checkbox"/> Picnic
<input type="checkbox"/> Fund Raising	<input type="checkbox"/> Healthcare	<input type="checkbox"/> Girls Club	<input type="checkbox"/> Bazaar
<input type="checkbox"/> Graveyard & Funeral	<input type="checkbox"/> Matrimonial	<input type="checkbox"/> Boys Club	<input type="checkbox"/> Calendar

Other _____ (Not included in the list above)

Number of hours available in a week to volunteer: _____

Time Available: Weekday Business Hours Weekday Off-Hours Weekends

Skills you can bring at IFN: _____

Any additional details:



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Form Instructions:

Committees/Operations/Events: Select Areas provided in the table that you are interested in volunteering OR select “Open to help with any Committees/Operations/Events”. Additionally, select “Other” and specify the Area if you would like to volunteer in an Area not specified in the table.

Number of hours you can be available to volunteer in a week for each of the Areas of Interest you selected.

Specify time you are available to volunteer i.e. Weekday Business Hours, Weekday off-Hours or Weekends

Skills you can bring to IFN: Specify professional or volunteering skills/experience that you can bring to help at IFN. Examples – I have graphics design experience that can be well utilized in the Calendar design team, or I was leading a membership committee in another Mosque, and I can bring this experience to help at IFN.

Any additional details: List any other supplementary skills or restriction to your time commitment at IFN
Example - I volunteer on my kid’s football team on Saturdays during summer so I need advance notice if my help is needed during this period; however on the flip side I can help IFN youth sports activities when required.
Or I travel Mon & Tue of every week, so I may not be able to volunteer during this time.

Form FAQs:

1. Who should fill this form?

Everyone who wish to do volunteer work at IFN.

2. I’m already an active volunteer, do I need to fill this form? Why?

Yes,. MashaAllah, IFN is a growing organization with growing needs and distributed responsibilities, so we are making an effort to maintain a central list to better organize committees, operations and events at IFN.

3. Is this form available online?

Not at this time, but we will work to make it available online in the future.

4. How is my information used?

The information provided will only be used for volunteering services at IFN.

5. Do I need to volunteer every week for the number of hours I specify?

No, you will only need to volunteer the hours during the program period you selected OR when we are running-short of volunteers in any other program. In most cases we will provide you advance notice of upcoming events and activities when your help is needed.

6. Who is the contact person for more information and/or to answer any questions?

Please contact IFN General Secretary



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Short descriptions for each of the Areas of Interest

<input type="checkbox"/> Office Administration Organizing and filling papers, General office help	<input type="checkbox"/> Relief Efforts Collecting and distributing of funds, food, clothing during a disaster or catastrophe	<input type="checkbox"/> Sunday School Promote, Administration, Registration, Teaching and school related functions	<input type="checkbox"/> Ramadan Month Help organize Iftaar, Taraweeh, Late lecture programs, I'tikaf, Qiyaam-al-layl
<input type="checkbox"/> Building & Maintenance Overseeing repair, maintenance and upgrades to the IFN facility	<input type="checkbox"/> Zakat Review Zakat applications, visiting families in need, allocation and distribution of funds	<input type="checkbox"/> Hifz & Nazirah Promote, Administration, Registration for the program	<input type="checkbox"/> Eid-ul-Fitr Event administration, prayer area, microphone/speaker arranging, food, games
<input type="checkbox"/> Banquet and Kitchen Stocking and Inventory of food and paper product supplies for the Kitchen Manage Banquet Rentals	<input type="checkbox"/> IT Support Computer issues, Web site updates/changes, Network issues, Backup, CISCO phones, Google Document usage	<input type="checkbox"/> Summer School Promote, Administration, Registration, Teaching and school related functions	<input type="checkbox"/> Eid-al-Adha Event administration, prayer area, microphone/speaker arranging, food, games Arrangements for animal sacrifice
<input type="checkbox"/> Membership Signing up new members, renewing existing, collecting checks and updating records	<input type="checkbox"/> Interfaith & Outreach Helping new reverts, visiting and inviting churches, schools, cities to promote Islam and exchange knowledge	<input type="checkbox"/> Qira'at Competition Printing flyers & distributing, Co-coordinating judges, Arranging food for participants	<input type="checkbox"/> IFN Picnic Planning and organizing the picnic event
<input type="checkbox"/> Fund Raising Helping raise funds by coming up with ideas, organizing the event, key speaker and location	<input type="checkbox"/> Healthcare Helping physicians for health screen @ IFN	<input type="checkbox"/> Girls Club Organize, plan and run programs for girls	<input type="checkbox"/> IFN Bazaar Coordinating with vendors and helping organize the event
<input type="checkbox"/> Graveyard & Funeral Coordinating with Graveyard and making funeral arrangements	<input type="checkbox"/> Matrimonial Match making and assisting to meet prospective candidates	<input type="checkbox"/> Boys Club Organize, plan and run programs for boys	<input type="checkbox"/> IFN Calendar Calendar design, content, sponsors & printing