**Islamic Foundation North Quran Academy**

**Job opening for Hifz Teacher**

**About IFN:**

Alhamdulillah, The Islamic Foundation North (IFN) Masjid was opened on July 2, 2004 in the Northern Suburbs of Chicago to fulfill the Muslim community's religious, social, and cultural needs. Since its inception, IFN offered a wide spectrum of services to the Muslim community of Northern Suburbs and southeast Wisconsin. Today, IFN is one of the most active and leading Islamic centers in the Chicago land area, specifically Lake County.

**IFN Quran Academy** is one of the most important service offering to the community. The academy is primarily serves in Full time hifz program, part time hifz program and Quaran Nazaara classes. The Quran Academy administration consists of administrative leads providing day to day support to the Academy and the teaching staff. As of now more than 20 Huffaz graduated from IFN QA Academy.

**Job Title**:  Qualified IFN Hifz Teacher

**Nature and Scope of Job**:

 We are seeking an experienced and qualified Quran Hifz teacher to join Islamic Foundation North located in Libertyville, IL. You will be a hardworking and enthusiastic teacher, primarily dedicated to nurturing children in the memorization of the Quran and supervising the Nazirah Program.  
  
The full time position will involve teaching a group of students who have excelled academically and are working towards memorizing the Quran. The students will memorize the Quran, revise most recent lessons and older lessons.  The applicant will be a motivated individual with a keen interest in encouraging and inspiring students to love learning and living the Quran.  
  
 The Quran teacher will work full time, Monday through Friday.

Applicants should be current functional and skilled in their use of evolving technologies, active in promoting critical thinking, and committed to challenging our students to be knowledgeable, ethical, and capable global Muslim citizens.

**Primary Responsibilities:**

* Prepare course long range plan, Hifz plans and homework materials
* Teacher to focus on Quran Hifz and Tajweed and be able to work one on one with each student
* Incorporate appropriate technology and media in lesson planning
* Follow a process for formal and informal ongoing assessment of students, including report cards, progress reports and marking. Feedback to be provided to parents and IFN designated administrator.
* Participate in staff meetings and professional development activities
* Integrate “tarbiyah” of students such as, social responsibility, kindness and other Islamic teachings / values into daily routines
* Supervise students during classes and at other times in the school day
* Discuss students' progress and concerns with parents and administrators
* Maintain appropriate standards of behavior, mutual respect, and safety within classroom
* Perform other related duties in the Islamic education area as required by IFN Management

**Qualifications:**

* Must be a Hafiz-e-Quran (Memorized the Quran)
* Preferable to have Ijazah or Sanad from an accredited institution
* Must be experienced in U.S.A as a Hifz/Quran Teacher
* College degree preferred
* Very good at nurturing and mentoring children
* Excellent with the Quran in terms of memorization and Tajweed (including makhaarij)
* Reliable and dedicated individual
* Able to manage a class of 10-15 students
* Able to supervise part-time or junior Hifz
* Sound knowledge of Islamic faith(Fiqh) and practice (Taqwa)
* Balanced understanding and can help students understand some of the meanings of the Quran (Tafseer, lessons)
* Be able to communicate effectively in English
* Willing to complete four-year program with students
* Works well in a team
* Abides by IFN policies

**Salary and Benefits:  Will be discussed up on next stage of selection process**

**Application Instructions:**

To apply to the job, interested individuals must submit their interest to the following email addresses:

[hifz.jobs@ifnonline.com](mailto:hifz.jobs@ifnonline.com)

Jaseem Anwar IFN President [jaseem.anwer@ifnonline.com](mailto:jaseem.anwer@ifnonline.com)

Vaseem Khan IFN VP at [Vaseem.Khan@Ifnonline.com](mailto:Vaseem.Khan@Ifnonline.com)

AbdulKhaliq Mohammed Lead QA at [Bilsumaye@gmail.com](mailto:Bilsumaye@gmail.com)

Please include a cover letter and resume.

List of three (3) references with contact information should be provided upon request.