



# ACADEMY OF SAUT UL FURQAN

Alhamdulillah, due to the growing needs of our school we are looking for a full time Hifdh instructor to supplement our existing program.

## Job Description and General Responsibilities

- The candidate will be responsible for teaching, mentoring, and guiding the students on Quran recitation and memorization.
- The candidate will teach Islamic etiquette and manners and will strive to be a role model for the students.
- The candidate will listen to the students and make sure that they are reciting with proper Tajweed and Qirat.
- The candidate will perform administrative duties such as student evaluations and routine updates of student progress.
- The candidate will maintain good communication and relationship consistent with School Administration, Parents, Students, and Co-instructors.
- The candidate will assist in enhancing the curriculum of Nida-UI-Islam's Quran and Islamic Studies Programs; additionally, if needed and available, assist in leading prayers and Jumuah (with giving the english sermon and arabic khutbah).

## Required Knowledge, Skills, and Abilities

- The candidate MUST have a proven track record and experience as a Hifdh instructor for at least 2 years in the U.S.
- The candidate MUST have memorized the Quran (Hafidh) and be able to listen to Hifdh lessons without looking at the Quran.
- The candidate MUST have excellent Tajweed and Qiraa.
- The candidate should have experience working with young children (8 years and older).
- The candidate should be fluent in English and be able to communicate with children.
- The candidate MUST have the utmost patience and a caring personality towards children.

## Preferred Knowledge, Skills, and Abilities

- Strong Islamic Character with good communication and organizational abilities.
- A strong understanding of Islamic etiquette and appropriate behavior.
- Candidates who are Alims and/or have Ijazah will be given preference.
- A thorough understanding of challenges and situations related to youth.
- Knowledge of computer applications such as MS Word, Excel will be a huge plus.

**Job Title: Academy of Saut-UI-Furqan, Full Time Hifdh Instructor**

**Compensation: Based on experience and qualifications.**

**Other Benefits: Paid Time Off**

The Academy of Saut-UI-Furqan is an equal opportunity employer. The selected candidate is expected to complete a probationary period of 90-days from the date of hire.

Apply now by sending your resume to:

[jobs@sautulfurqan.org](mailto:jobs@sautulfurqan.org)