



ROLE DESCRIPTION

LONDON CHAIR

Team: Executive Committee (EC)

Location: UK based

Liaison with: Volunteers in London, the IUS EC, and other IUS teams when required

PURPOSE OF THE ROLE

To lead the team organising events and services in the London region.

KEY TASKS

1. Lead the planning and organisation of events and services in London – this has previously included the annual IUS Ramadhan Iftars, study circles and interactive lectures/workshops.
2. Offer Muslims in London a range of spiritually, educationally and socially engaging activities by identifying spiritual, educational and social gaps in the community.
3. Organise regular face-to-face/phone meetings with London volunteers and keep the team motivated.
4. Explore new events & services that IUS could provide in London, including joint projects with other youth groups such as MSC/ABSoc.
5. Support the activities of the IHBDC, Camps and other IUS teams when required in London.
6. Coordinate with the Treasurer, Fundraising and Membership Officers to raise funds and maintain links with London-based donors.
7. Mentor individual volunteers with less experience and/or not quite familiar with the Islamic teachings.
8. Respond to queries to london@ius.org.uk.

ESSENTIAL SKILLS

Excellent planning and organisational skills
Able to work on multiple projects at one time
Strong communication skills
Able to work on own initiative
Commitment and adherence to Islamic Laws
Awareness of the discussions and events in the community
Good connection and contacts with different mosques, centres and scholars

DESIRABLE SKILLS

Have contacts with other London youth groups and young professional networks
Experience of being involved in other youth organisations or related Islamic works
Regular contact with scholars in London and other cities to ensure continuous guidance
Good connection and contacts with leaders of other communities and religious groups
Good knowledge of Islamic studies

If you are interested in taking on this role or to find out more information, please email hr@ius.org.uk