



Employment Opportunity | Principal of Weekend Islamic School

Masjid al Salaam is looking for a qualified candidate to lead our weekend Islamic School program as the principal. Our Weekend Islamic School has been running for over 15 years and is a highly sought-after program for busy parents wishing to provide basic Islamic education to their children. The school has approximately 200 students ages 5 to 14 and a staff of 20.

Qualifications/Requirements

- A degree/ijāzah from a recognized Islamic institution
- A degree or relevant experience working in a management position
- Experience working in an education related field in Canada or the US
- Proficient command of English and Arabic, written and oral
- Excellent interpersonal skills

Responsibilities

- Review weekly, monthly, and yearly lesson plans
- Oversee the implementation of the school curriculum
- Communicate with the Imam and Director of Education regarding school related matters
- Oversee the implementation of school policy
- Communicate with parents and stakeholders
- Plan and execute school events
- Conduct ongoing staff evaluations and provide constructive feedback
- Fulfill any other responsibilities assigned by the Director of Education or the Imam

Schedule

- 11 hours a week as described below
 - Fridays 5:30pm to 9:30pm
 - Saturdays 10:00 am to 2:00 pm
 - 3 hours of remote work a week

Compensation

Commensurate with qualifications and experience with annual increase based on performance evaluation.

How to apply

Interested candidates should submit their resumes to burnaby.education@thebcma.com no later than Sunday, August 28, 2022. Successful applicants will be contacted for an interview and will be required to complete a vulnerable sector police background check.