



**ISLAMIC EDUCATION CENTER**  
**HUSAINI ASSOCIATION OF GREATER CHICAGO, INC.**  
 1269 GOODRICH AVENUE, GLENDALE HEIGHTS, IL 60139-3371  
 Phone/Voicemail: (630) 469-5533 ☎ Fax: (630) 469-5598  
[www.iechusaini.org](http://www.iechusaini.org)

## Board of Directors Application and Nomination Form

### Section 1. Name, Contact and Demographic Information

Name of Applicant: \_\_\_\_\_ Date of Application: \_\_\_\_\_  
 Home Address: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_  
 Age: \_\_\_\_\_  
 Applicant Signature: \_\_\_\_\_

### Section 2. Directorships

1) Please review the attached BOD organization chart. Please state your interest for *three (3) Directorships* you most desire. *Provide ranking using numbers 1, 2 & 3.* Please note that there is no guarantee you will be placed in your primary or perhaps even secondary position of choice.

Rank	Directorship	Rank	Directorship
	Programs		Maintenance
	Education		Community Development
	Public Relations		Youth
	*Finance (If this is a desired directorship, please answer question A below)		

\*A) The expectations for the Finance Director are to be partly responsible for, and effectively manage the organization's finances. In support of your candidacy for this position, in the space provided below, please provide in detail your education and work experience qualifications that will directly support your candidacy.

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### Section 2 continued: Directorships

2) If you are not selected as a Director, would you consider a position as a Coordinator within one of the seven departments? Please reference organization chart. (*circle*) **Y** **N**

3) Have you previously or currently participate(d) in a departmental committee (i.e. Programs, Maintenance, etc.) or the Muharrum and Safar Volunteer Team (VT)? (*circle*) **Y** **N** — *If YES, please briefly list tasks you performed in the space provided below.*

4) Irrespective of your desired Directorship, please discuss at least 3 OPERATIONAL improvements you would work to implement at IEC Husaini?

### Section 3. Commitment

5) Do you clearly understand that a Director position requires commitment and sacrifice of personal time and physical effort throughout the term; sometimes on very short notice? (*circle*) **Y** **N**

6) Do you clearly understand that during the very important and vital months of Ramadan, Muharrum and Safar, you will be required to attend multiple programs during the work week and be asked to open or close the IEC Husaini facility and assume cross-functional tasks to maintain operational integrity? (*circle*) **Y** **N**

7) Do you clearly understand and agree that a possible lack of commitment in a Director position may have a negative impact on operations, future growth and finances of the organization? (*circle*) **Y** **N**

8) (*Optional*) Please briefly discuss experiences, qualifications and/or personal attributes that were not captured in the responses within this form, but you consider important in support of your application. (*use space below—bullets and numbering is acceptable*)

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### Section 4. Qualification Checklist for Board of Directors

YES	NO	Criteria <i>(please check Y/N boxes)</i>
		1) Do you have a strong faith in <b>Usool-e-Deen</b> based on reasoning and the teachings of <b>Quran</b> and <b>Ahlul Bait</b> .
		2) Do you practice <b>Froo-e- Deen</b> ? Specifically, do you
		A. offer <b>obligatory Salat</b> and observe <b>fasting</b> .
		B. pay <b>Khums</b> and <b>Zakat</b> when applicable.
		C. practice <b>Amr Bil Maroof</b> (enjoining good) and <b>Nahi Anil Munker</b> (forbidding evil).
		D. practice <b>Tawalla</b> and <b>Tabarra</b> .
		3) Are you a law abiding citizen and legal resident of the United States?
		4) Are you under <b>Taqleed</b> of one of the recognized Maraja?
		5) Do you respect the Ulama, your Aalim in particular, and comply with his instructions in the Islamic Education Center?
		6) Do you have a reputation of a good and just believer (Aadil Momin)?
		7) Do you and your immediate family members bear Islamic appearance (i.e., beard for men and Islamic Hijab for women)?
		8) Are you a mature, responsible person, and possess administrative and managerial capabilities for contributing toward the achievement of the GOALS of IEC as a director or coordinator
		9) Have you attended at least 50 percent of the IEC programs during the last six months?
		10) Are you planning to leave Chicago metropolitan area for more than two consecutive months?
		11) Do you have an impeccable reputation? Specifically, that
		A. will you never reject Islamic guidance?
		B. will communicate in proper manner (Akhlaq) and to cooperate with the officers of IEC.
		C. will always support the policies and activities of IEC.
		D. will follow the constitution and bylaws of IEC.

NOTE: Please contact the A'alim for any clarifications at (630) 935-7862

## Board of Directors Application and Nomination Form

### Section 4. Nomination by Two (2) Community Members

1) Name of Community Member: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

2) Name of Community Member: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Signature: \_\_\_\_\_

### Section 5. For Completion by Board of Trustees

Is the Nomination ACCEPTED and will the applicant be selected as a Director (circle) **Y** **N**

If YES, please list date and time applicant was notified of the decision by the Trustee and document the applicant's acceptance or denial of the selection. *Please provide notes below.*

If Nomination and selection was DENIED, please list date and time applicant was notified of the decision by the Trustee. *Please provide notes below.*

### Section 6. Trustees—Print Name, Signature and Date

Trustee- Print/Sign/Date: \_\_\_\_\_

Trustee- Print/Sign/Date: \_\_\_\_\_

Trustee- Print/Sign/Date: \_\_\_\_\_

Trustee- Print/Sign/Date: \_\_\_\_\_

### Section 7. A'alim Signature

Moulana Saiyed Mehboob Mehdi Abidi al-Najafi: \_\_\_\_\_ Date: \_\_\_\_\_