



Tarbiyat Secretary Handbook

9th Annual Tarbiyat Conference

Masjid Mahmood, Detroit

18th November, 2023

Department of Tarbiyat

Ahmadiyya Muslim Community USA

www.spiritualfitness.us

Name:

Jamā'at:

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Revision History

Print Edition	18 Nov 2023	Distributed at NTC 2023.
Rev 1	19 Nov 2023	Formatting and spelling corrections. Added Ramadan Qur'an Drive in the calendar. Fixed conference call time in the Priorities sheet.
Rev 2	4 Jan 2024	Updated Suggested Annual Tarbiyat Calendar or Page 10

1. About this handbook

Respected Brother: Assalamu Alaikum wa Rehmatullah,

Hazrat Khalifatul Masih al'Khamis (ayyaduhallu binnasiril aziz) has repeatedly instructed Jamaats to develop a comprehensive Tarbiyat program that addresses various needs of the membership.

This Tarbiyat handbook is compiled to help you understand and execute such a comprehensive Tarbiyat program in the US Jamaat. We encourage you to read this handbook carefully as it will likely answer many of your questions and provide uniformity in our approach.

We have included the contact information of the National and Regional Tarbiyat teams. Short descriptions of Tarbiyat programs are shared along with a QR code; just scan it with your mobile phone camera, then click on the link to learn more from our website. In the end, a synopsis of the previous 15 years of Tarbiyat Shura recommendations is also included for context.

Please provide your feedback as to how we can further improve this manual for future teams.

Wassalaam,

Faheem Younus Qureshi
Naib Ameer and National Tarbiyat Secretary
Ahmadiyya Muslim Community, USA

2. Getting Started

To do today:

- ☐ Familiarize yourself with our website – www.SpiritualFitness.us
- ☐ Read and understand the responsibilities of Secretary Tarbiyat as laid out in the rules and regulations of Tehrik-e-Jadid (Page 8)
- ☐ Establish your contact with the National Tarbiyat Department (Page 14)
- ☐ Get access to your departmental Ahmadiyya.us email
- ☐ Know the Regional Secretary and the National team who can support you
- ☐ Join the WhatsApp group for Tarbiyat Secretaries
- ☐ Fill the worksheet with your Regional Secretary during the Regional session (Page 31)

After today:

- ☐ Attend the monthly conference calls
- ☐ Establish new Salat Centers (Page 17) and hold Salat Ashara every two months (Page 18)
- ☐ Connect members with MTA and Huzoor-e-Anwar(aba) 's sermons (Page 19)
- ☐ Hold Local Islahi Committee meetings every two months (Page 20)
- ☐ Arrange Spiritual Fitness Camp for the youth in your Jamā'at on June 15th or August 22nd (Page 22)
- ☐ If you have a Tahir Academy, align the same with national standards. If not, start one
- ☐ Collaborate with local Sadr, Missionaries and Auxiliaries. Build personal relationships with all, especially general membership

Notes:

3. Responsibilities of Tarbiyat Secretary

(from Rules and Regulations of Tehrik-e-Jadid)

337. He shall familiarize the members with the teachings of Islam and Ahmadiyyat.

338. He shall see that the members observe the basics of their faith viz. daily prayers, fasting during Ramadan, payment of Zakat, performance of Hajj. He shall also see that members regularly attend the Friday Prayer. He shall also see that members inculcate the habit of honest and fair dealings. He shall also strive to eradicate un-Islamic practices, if any, from the members of the Jamā'at.

339. He shall look after the religious education and training of members. He may adopt the following means for this purpose:

- a) Arrange Dars of the following in local Jamā'ats: (1) The Holy Qur'an (2) The Hadith (3) Books written by Hadhrat Masih Ma'ood (peace be upon him) and his Malfuzat.
- b) Arrange lectures, seminars and Tarbiyati classes for moral and spiritual training of the children, the youth and the elders of the Jamā'at.
- c) Motivate the members of the Jamā'at that they regularly listen to the Friday Sermon delivered by Hadhrat Khalifatul Masih and make necessary arrangements for this purpose.
- d) Publish leaflets and pamphlets for this purpose.
- e) Personally contact the less active members.
- f) Give publicity to the moral teachings of Islam.
- g) He shall continuously make assessment of the state of Tarbiyat of members of the Jamā'at with respect to the fundamentals of Islam and adopt appropriate measures for this purpose.

340. He shall see that Nau Muba'it'in (newly converted Ahmadis) receive proper Tarbiyat and they are informed of their obligations and responsibilities as Ahmadis.

341-343. He shall be responsible for management of Jamā'at's mosques. He shall motivate female members of the Jamā'at to observe Purdah (veil) and enlist the help of Lajna Ima'illah and family heads for this purpose. He shall continuously remind the members to develop the habit of praying to Allah.



344. He shall educate the members of the Jamā'at about the importance of Nizam Khilafat and train the Jamā'at to always uphold the institution of Khilafat and always obey Hadhrat Khalifatul Masih.

Notes:

4. Priorities 2024

SALAT CENTERS	ESTABLISH ONE SALAT CENTER FOR EVERY 50 OF TAJNEED Every member should have ideally access to a Salat Center in a 15 minute driving distance	
JUMU'AH DRIVE	JUMU'AH DRIVE: FIRST FRIDAY OF EVERY MONTH Pick your children up from school and bring them to Jumu'ah, first Friday of every month Call, visit, and remind members who do not attend Jumu'ah	
SALAT ASHARA	SALAT ASHARA EVERY EVEN NUMBERED MONTH Amila members must come to masjid or salat center during salat Ashara	
SHURA IMPLEMENTATION	READ THE SHURA DIRECTIVES AND CREATE LOCAL ACTION PLAN There are multiple Tarbiyat directives from Shura this year. Give priority to implement them	
SERMONS/MTA	SHARE FRIDAY SERMONS WITH MEMBERS Inspire MTA viewing by sharing This Week with Huzoor	
ISLAHI COMMITTEE	LOCAL ISLAHI COMMITTEE TO MEET ONCE EVERY TWO MONTHS See updated responsibilities of Islahi committee as per the rules of Tehrik-e-Jadid (Page 8)	
TAHIR ACADEMY	ESTABLISH TAHIR ACADEMY IF YOUR JAMĀ'AT HAS MORE THAN 10 BOYS AND GIRLS Support Local Tahir Academy local administration <i>Funding provided by National Tarbiyat Department</i>	
SPIRITUAL FITNESS CAMP	HOLD SPIRITUAL FITNESS CAMP FOR MEMBERS 7-18 YEARS OF AGE Interactive, hands-on learning format <i>Funding provided by National Tarbiyat Department</i>	

STAY IN TOUCH

Naib Ameer / National Tarbiyat Secretary	Conference call First Thursdays 9:00 pm EST Link shared in WhatsApp	Missionary
Faheem Younus Qureshi faheem.younus@ahmadiyya.us 443-414-0931		Daanyal Qureshi daanyal.qureshi@ahmadiyya.us 717-574-4591
 www.spiritualfitness.us		 @spiritualfit

5. Suggested Annual Tarbiyat Calendar 2024

Jan	<p>First Friday: Target to bring more people to Jumu'ah. Find what help they need.</p> <p>Local Islahi Committee meeting (Establish enough salat centers).</p> <p>See page 17</p>
Feb	<p>First Friday: Target to bring more people to Jumu'ah. Anyone needs a ride?</p> <p>1st-10th: Ten days of congregational prayers at the masjid/ Salat Center. Special emphasis on encouraging Jamā'at and auxiliary Amila members (Salat Ashara).</p> <p>See page 18</p>
Mar	<p>First Friday: Target to bring more people to Jumu'ah. Look for people who are not regular</p> <p>Launch Ramadan Qur'an Drive</p> <p>Plan and organize Ramadan related activities at Masjid</p> <p>Local Islahi Committee meeting. (Do a survey among the members)</p>
Apr	<p>First Friday: Jumu'ah during blessed Ramadan. Reach out with targeted messaging</p> <p>1st-10th: Ten days of congregational prayers at the masjid or Salat Center. Special emphasis on encouraging Jamā'at and auxiliary Amila members (Salat Ashara)</p> <p>Closure of Ramadan Qur'an Drive.</p>
May	<p>First Friday: Do not let Jumu'ah attendance drop after Ramadan. Keep track of who is missing</p> <p>Start planning a spiritual fitness camp</p> <p>Local Islahi Committee meeting (Increase the quantity and quality of salat centers)</p>
Jun	<p>First Friday: Students are off school? How can you make sure they come?</p> <p>1st-10th: Ten days of congregational prayers at the masjid or Salat Center. Special emphasis on encouraging Jamā'at and auxiliary Amila members (Salat Ashara)</p> <p>Encourage members to attend Jalsa Salana USA</p> <p>Organize a Spiritual Fitness Camp in your Jamā'at.</p>
Jul	<p>First Friday: School/College break. Find creative ways to bring students to Jumu'ah</p> <p>Introduce the priorities of Tarbiyat department to your local Amila or general membership</p> <p>Hold a Local Islahi Committee meeting</p>
Aug	<p>First Friday: School / College break. Are students coming regularly?</p> <p>1st-10th: Ten days of congregational prayers at the masjid or Salat Center. Special emphasis on encouraging Jamā'at and auxiliary Amila members (Salat Ashara)</p> <p>Organize a Spiritual Fitness Camp in your Jamā'at if not done in June.</p>

6. National Goals for the year 2024

50 Secretaries attending every month's conference call

50 Jamā'ats submitting monthly report

100 Amila members regular at Salat Ashara or Salat Centers

1000 Tahir Academy sessions nationwide per year

1000 Youth attending Spiritual Fitness Camps in 30+ Jamaats

40 Jamā'ats holding at least 4 Islahi Committee meetings/year

40 Jamā'ats visited by National Team

300 Salat Centers revived

Notes:

7. Attach: How to stay connected

And *remember* when Abraham said, ‘My Lord, show me how Thou givest life to the dead.’ He said, ‘Hast thou not believed?’ He said, ‘Yes, but *I ask this* that my heart may be at rest.’ He answered, ‘Take four birds and **make them attached to thyself**. Then put each of them on a hill; then call them; they will come to thee in haste. And know that Allah is Mighty, Wise.’ (Holy Qur’an 2:261)

The Holy Prophet (peace and blessings of Allah be on him) said to the leaders, “Your high morals will manifest themselves when you will consider yourselves to be the servants of the nation and when you will serve the public with all your capabilities and capacities.” Thus, the office-bearers in our Jamā’at should also pay attention towards this matter. (Friday sermon, March 2, 2018)

What can we do?

Invest time in building personal relationships. Don’t rely on texts/emails at the local level.

Develop a personal relationship with your local missionary, President, Amila, auxiliary heads and general membership. Visit each other’s homes.

Call and visit members only with the intention of sincerely knowing and helping them.

Seek help from your regional and national Tarbiyat counterparts whenever needed.

Notes:

8. Contact Sheet

Role	Name	Phone
National Secretary and Naib Ameer	Faheem Younus Qureshi	+1 (443) 414-0931
Assistant National Secretaries	Abu Bakr bin Saeed	+1 (414) 731-5392
	Adnan Choudhry	+1 (856) 701-6766
	Asim Ansari	+1 (909) 910-4430
	Hazeem Pudhiapura	+1 (404) 660-4350
	Maqbool Tahir	+1 (248) 470-2162
	Riyaz Muhammad	+1 (469) 346-0983
Missionaries	Murabbi Daniyal Qureshi	+1 (717) 574-4591
Regional Secretaries	Chicago, Iowa, Milwaukee, Minnesota Oshkosh, St. Luis, Zion	Adil Syed +1 (630) 974-8425
	Baypoint, Portland, Sacramento, Seattle, Silicon Valley	Khurshid Ahmad +1 (415) 602-0821
	Cleveland, Columbus, Dayton, Detroit, Indiana, Kentucky, Pittsburgh	Naseem A. Khan +1 (248) 214-1234
	Austin, Dallas, Fort Worth, Houston	Muizz Momen +1 (949) 244-0168
	Albany, Binghamton, Boston, Buffalo, Fitchburg, Hartford, Rochester, Syracuse	Mubashar Idrees +1 (631) 671-4657
	Richmond, VA North, VA South	Tahir Qamar +1 (703) 447-9320
	Baltimore, Maryland, York	Fatehuddin +1 (443) 248-1023
	Los Angeles, Las Vegas, Phoenix, San Diego, Tucson	Faheem Ahmad +1 (951) 675-7507
	Alabama/TN, Charlotte, GA/SC, Kansas City, Miami, Orlando, RTP, Tulsa	Ghayyur Mannan +1 (770) 359-8062
	Central Jersey, LeHigh Valley, North Jersey, Philadelphia, Willingboro	Waqas Asghar +1 (609) 781-0130
	Brooklyn, Long Island, New York	Iqbal Ahmad +1 (516) 984-2445

9. Engaging with Tarbiyat Department

Emails

Each Tarbiyat secretary should have their *ahmadiyya.us* email ID. (*tarbiyat.xyz@ahmadiyya.us*, where *xyz* is the three-letter code of your *Jamā'at*). Contact your local President/General Secretary to get this access.

WhatsApp Group

Provide your phone number to your regional secretary to add you to the national Tarbiyat WhatsApp group. As part of the group, you will get Tarbiyat department related information and have access to an efficient problem-solving forum.

Monthly Conference Call

InshaAllah, first Thursday of every month at 9:00 PM Eastern time, all the Tarbiyat Secretaries across the nation will join the conference call to discuss priorities and share best practices. Link for the call will be shared in the Whatsapp group.

Monthly Reports

By the fifth of every month, please go to reports.ahmadiyya.us and file your Tarbiyat Monthly Report. You will get the username / password for this site from your General Secretary.

Annual In-Person Conference

As per instructions from Hadhrat Khalifatul Masih al Khamis (aba) on 16th August 2013, Tarbiyat department arranges an annual in-person meeting every year. This is a must attend event. If you cannot attend, please discuss with your local President and have someone represent you.

Website

Tarbiyat Department maintains a website at www.SpiritualFitness.us where you can get all the resources needed for your functioning. Acquaint yourself with the website.

Questions?

Contact	Email	Phone
Maqbool Tahir	maqbool.a.tahir@ahmadiyya.us	+1(248) 470-2162

Notes:

10. Tarbiyat WhatsApp group etiquettes:

General guidelines:

Do not leave this group without seeking permission from National Tarbiyat Secretary. It's our efficient way to communicate and answer questions.

Turn off your notifications to avoid disturbance by a message posted out of business hours.

Learn how the "search" and "star" features work in WhatsApp to quickly find a message.

Remember we have 90+ members in our National Tarbiyat Group. It's important for everyone to follow the best practices mentioned below.

Do's:	Don'ts:
Do promote and ask questions related ONLY to Tarbiyat programs. Stay on topic.	Do not forward news items/ unrelated materials even if they are religious in nature.
Do share your own experiences. What's working. What's not working.	Don't say "Jazakallah", "mubarakbaad", "done", "inna lillah..." etc. in the group; say that privately.
Do add your headshot as your profile picture; it increases our familiarity with each other.	Do not get into arguments or post complaints on the group.
Do post only in English language.	Post more than 1-2 pictures.
Please call and clarify should a post hurt your feelings in any manner.	Do not take offense when you are reminded of these rules.

Questions?

Contact	Email	Phone
Maqbool Tahir	maqbool.a.tahir@ahmadiyya.us	+1(248) 470-2162

Notes:

11. Salat Centers

Why?

Nearly 75% of our members live more than 15 minutes away from a masjid. Salat center is a critically important system for members to offer their homes to foster a culture of congregational salat.

What?

At least two families who live nearby can start meeting twice a week for congregational salat. This minimum standard is to break the inertia, with an intention of increasing the frequency to daily.

Male members should strive to offer salat in congregation, be it at home, Salat Center or Mosque.

What can we do?

For every 50 members Tajneed, a Jamā'at should have one salat center. For example, a Jamā'at with a Tajneed of 255 should have 5-6 salat centers. Establish enough Salat Centers in your Jamā'at that no member should be more than 15-min away from the masjid or a salat center.

According to our analysis, Jamā'ats with more Salat centers have more attendance at the masjid as well. A fear that opening a salat center will reduce attendance at the masjid is not true in our years of experience if the salat center is not within 15-minute driving distance to masjid.

Mapping your homes

Google has a feature called MyMaps. Get all the addresses in your Jamā'at on a spreadsheet. Go to mymaps.google.com and upload the list. You will get all your addressed mapped and you can now group the homes together based on their location and proximity. For each such group, find one host and work with Missionary to appoint an Imam.

Questions?

Contact	Email	Phone
Adnan Choudhry	adnan.choudhry@ahmadiyya.us	1 (856) 701-6766



Notes:

12. Salat Ashara

Why?

Huzoor-e-Anwar has instructed us to organize Salat Ashara at every masjid, once every two months.

What?

Starting with Amila members of Jamā'at and auxiliaries, Tarbiyat secretaries should organize these Salat Asharas.

What can we do?

We recommend members to read the following notes from Hadhrat Khalifatul Masih al Khamis (aba)'s address to London Area Majlis Amila on Jan 20, 2018:

- Do 80% of Jamā'at and auxiliary Amila members pray Fajr and Isha' in congregation?
- Hold a Salat Ashara every two months to encourage congregational prayers.
- Secretary Tarbiyat should work like Secretary Finance in drawing people to congregational prayers.
- Start with your Amila first. An ongoing assessment of the Amila member's attendance during salat Ashara should be done during the Amila meeting.
- People who find it difficult to pray in the mosque (because of job) should join other Ahmadis at work and pray in congregation. If prayers are regular, then other issues will be resolved automatically.

Questions?

Contact	Email	Phone
Adnan Chaudhry	adnan.choudhry@ahmadiyya.us	+1 856 701 6766



Notes:

13. Listening to Huzoor (aba)'s Friday Sermons

Why?

If the Tarbiyat department constantly remind members to stay connected with Khilafat and watching Friday sermons and speeches of Jalsas, it will not only strengthen the members' relationship with Khilafat but also solve many Tarbiyat issues. (Friday sermon, August 16th 2013).

What?

Tarbiyat secretaries should see to it that Huzoor's Friday sermon is not only being presented at their local mosque's Jumu'ah but that it is also being circulated to members through various efficient mediums.

What can Tarbiyat secretaries do?

- Help members install Friday Sermon podcast on their phones so they can automatically listen to sermons at their convenience.
- Friday night - watch sermon with family and explain it to children so they become familiar with Huzoor's voice and personality.
- Watch Khutba in real time, even if that means you have to delay your work-day. Visit MTA channel on YouTube for live streams. <https://www.youtube.com/mtaonline1>
- Share Khutba link on your Jama'at WhatsApp/Email group. Send a reminder 30 mins before start of Live Friday Sermon.
- Share Khutba summary with the membership as soon as it is posted on WhatsApp group
- Share "This Week with Huzoor" link as soon as it is posted on Tarbiyat WhatsApp group

Questions?

Contact	Email	Phone
Murabbi Daanyal Qureshi	daanyal.quershi@ahmadiyya.us	+1 (717) 574-4591



Notes:

14. Local Islahi Committee

Why?

Hadhrat Khalifatul Masih IV (ra) established Islahi Committees with the intent of “sniffing out social ailments well before they become manifest illnesses and treat them at their root (waiting till there is a problem will turn it into a ‘policing committee’ as compared to a reformation committee).

(Reference: May 6, 1994 Friday Sermon by Hadhrat Khalifatul Masih IV (ra)).

What?

Local Tarbiyat Secretary, as the chair of Islahi Committee, should hold at least six Islahi Committee meetings in a year. In 2021 the scope of Islahee committee was expanded significantly to include the following:

1. **Assessment:** Assess the state of observance of salat, Quran, listening to Huzoor-e-Anwar’s Friday sermons and watching MTA in your local Jamā’at.
2. **Remind and reform:** Maintain personal connections with members, implement recommendations of Majlis-e-Shura, eradicate un-Islamic practices and raise awareness about the misuse of internet.
3. **Conflict Resolution:** Promote an atmosphere of brotherhood/sisterhood and reconcile between disputing parties. The committee shall also try to resolve and prevent matrimonial problems through counselling and mutually agreed arbitration.

What can we do?

Proactively schedule a bimonthly Islahi committee meeting for the whole year and request your President to include it in your local Jamā’at calendar.

Solicit ideas from your local President and Islahi committee members about issues they would like to see discussed by this committee.

Avoid relying on emails/texts. Instead promote a culture of personally calling/visiting the homes of concerned members. Local Islahi Committee should lead by example and treat Jamā’at members with love and respect.

Sample ideas to discuss in your LIC:

Let’s do a survey of local members to assess their observance of Salat, Quran, sermons, MTA.

- How can we increase mosque attendance?
- Let’s ensure that we have one salat center for every 50 members in our Jamā’at.

- What can be done to increase Jumua attendance?
- How can we work together to have more than 50% of our earning members join Nizam-e-Wasiyat?
- How can we work together to improve member engagement?
- What changes are needed in our local masjid programming and culture to improve member engagement?
- How can we be more inclusive of members of different ethnicities?

Questions?

Contact	Email	Phone
Murabbi Daanyal Qureshi	daanyal.quershi@ahmadiyya.us	+1 (717) 574-4591



Notes:

[illegible]

15. Spiritual Fitness Camps

Why?

Our youth has questions and is at risk of disengagement. Majlis-e-Shura recommended Spiritual Fitness camps to be conducted to engage the youth through dialogue, sports, fields trips, and friendships.

What?

Every Jamā'at should conduct an annual spiritual fitness camp, in collaboration with local missionary, for boys and girls between the ages of 7-18. Two weekends are reserved on the National calendar for this camp, human and financial resources are provided by National Tarbiyat department.

Questions?

Contact	Email	Phone
Hazeem Pudhiapura	hazeem.pudhiapura@ahmadiyya.us	+1 (404) 660-4350



Notes:

16. Funding

The National Tarbiyat Department has funds available for local Tarbiyat programs. Please review the expense and reimbursement guidelines and some examples of activities eligible for funding from National below:

Salat Ashara: Attendance has doubled in many Jamā'ats where a simple dinner was served between or before Maghrib/Isha.

Quran Memorization drive: When male or female youth members memorize over half a part of the Holy Quran, they can receive a \$25 gift card from the National Tarbiyat Dept. as encouragement.

Disengaged members: We can provide funding for a picnic, personal outreach, sports events, etc. provided the objective is to serve the membership and improve their connection with God Almighty and Jamā'at.

Spiritual Fitness Camps: Funding is available for local Tarbiyat camps for boys and girls. You can hold as many camps in a year as you like.

Tahir Academy: Alhamdulillah, nearly 1000 Tahir Academy sessions are held nationwide every year. Funding from National is available for food, field trips, supplies, etc.

Travel for National Meeting: All presidents, missionaries, and Tarbiyat secretaries are humbly invited to our Annual Tarbiyat Conference. We offer travel subsidies for this meeting.

If you have other local Tarbiyat activities, not listed above, where funding may improve member engagement and/or our connection with God Almighty, please contact us with details.

Kindly follow the guidelines completely before submitting any requests. We will inshallah get back to you with a decision within a week of receipt of a properly submitted proposal.

Questions?

Contact	Email	Phone
Hazeem Pudhiapura	hazeem.pudhiapura@ahmadiyya.us	+1 (404) 660-4350



Notes:

17. Tarbiyat Shura Directives Archive

Here we present a short version of previous Majlis e Shura Tarbiyat subcommittee recommendations as a reminder and to drive action at the local level.

2023:

1. Salat

a. Jama'at, Auxiliaries and Missionaries should align their messaging around the requirement of 100% compliance with 5 daily congregational prayers and for 100% of male members to attend Jumu'ah prayers

2. Relationship with Khilafat

a. Families should listen to the Friday Sermon of Hazrat Khalifatul Masih V (May Allah be His Helper) together and share points with each other.

b. Families should be encouraged to attend Jalsa Salana UK and spend some time in the blessed company of Hazrat Khalifatul Masih V (May Allah be His Helper)

3. Training of youth

a. A survey should be conducted in collaboration with Khuddamul Ahmadiyya and Lajna Imaillah for youth within 3 months to understand their challenges.

b. Conduct once-a-month sessions for boys and girls ages 15-30. The session should include basic values of Islam Ahmadiyyat, understanding of Nizam-e-Jama'at, the importance of financial sacrifice, attachment with Khilafat, and various contemporary issues. Missionaries and learned youth

will lead these sessions in collaboration with Khuddamul Ahmadiyya and Lajna Imaillah. The objective of these sessions is to develop a strong Ahmadi Muslim identity among the youth.

4. Training of parents

a. A survey should be conducted for parents within 3 months to understand their challenges.

b. Once a month a local parent's session should be held where they can learn religious knowledge and Islamic response to contemporary issues in an interactive and practical fashion. The National Tarbiyyat department should develop resources and identify facilitators. Content can also be included in the Urdu language.

5. Virtual Programs

a. Within 3-6 months launch an online platform where the youth can anonymously ask any and all questions. This platform should be led by a team of youth and designated Missionaries to ensure timely responses.

6. Within three years of this proposal, we should strive to increase youth participation at Itekaaf, UK Jalsa Salana, US Jalsa Salana, and auxiliary Ijtema by at least 25%. Auxiliaries could establish a baseline in 2023 and then work to achieve the target over the following two years.

2022: Get 50% of earning members to join Nizam-e-Wasiyyat

Our beloved Imam Hadrat Khalifatul Masih (*Ayyadahullahu Ta'ala Benasrehil Aziz*) expressed his earnest desire several years ago that 50% of Chanda paying members should be part of the blessed Nizam-e-Wasiyyat.

Majlis Musian should start meeting monthly in a minimum of 50 or more Jama'ats where there are 3 or more Musis within a month. Promote the reading of Risala Al-Wasiyyat, meet with members whose names are provided to the Majlis Musian by the National Wasiyyat Department (as mentioned in point number 3 below) on a monthly basis, answer their questions and inspire them to join Nizam-e-Wasiyyat. Special emphasis should be laid towards involving the youth.

National Wasiyyat Department should simplify the process of submitting the Wasiyyat application form by providing an online fillable form & developing short videos on how to fill it.

National Wasiyyat Department should distribute this target of 1560 new Musian needed among local Jama'ats and Majlis Musian. Presidents, missionaries and local Wasaya Secretaries are responsible for following up on this with relevant groups every month. USA Jama'at needs to observe an *Haftai Wasiyyat* to create more awareness and enthusiasm among membership for joining Nizam-e-Wasiyyat. Services of motivational speakers, as are Musis, should be utilized for help in this regard. (Anwar ul Uloom Vol 26 pg 681)

2021: Reconnect disengaged members

Majlis e Shura should identify the root causes for individual Ahmadi or families who grew detached or cut-off from Jamā'at and suggest measures to bring back such individuals or families to re-connected to the Jamā'at and local mosques.

Local Islahee Committee should compile a list of disengaged and unreachable members. Definitions of these terms should be nationally agreed upon between Jamā'at and the Auxiliaries. Monthly reports should track how often these members were contacted, what resources were used, what issues were resolved. Goal should be to reengage at least 10% of such members every year.

Missionaries and Presidents should make at least 2-home visits/month to the above disengaged member and lovingly address ‘root causes of detachment related to members’ because traditional programs fail to reach this demographic. Jamā’at Presidents should be responsible for improving member engagement but they should also be supported and resourced to implement programs necessary for engagement (for example, small loans, BBQs, gifts, Jamā’at picnics or trips, sports or playgrounds at the masjid etc.)

2019: Improving Jumua attendance

Many Ahmadi parents don’t prioritize the Jumu’ah prayers over their work. This habit can then negatively impact the youth who start missing Jumu’ah prayers due to school; the behavior carries forward into adult life. Majlis-e-Shura should find ways to improve the attendance of Jumu’ah prayers with special emphasis on youth.

From July 2019, Local President and Missionary should promote the first Friday of every month as a day when mothers and fathers should pick their children from school early and bring them to Jumu’ah and pray for the success of this program.

Within 6-months, the local President, Missionary or Tarbiyat Secretary should call or visit all such adult and youth members who don’t come to Jumu’ah prayers and compassionately remind them of the Quranic command (62:10).

Start Jumu’ah centers at schools/college campuses, provide carpool arrangements for youth, adhere to the start and end time of Jumu’ah prayer, issue a formal letter for students to seek leave from school, offer light snacks after prayers, etc. National Tarbiyat Department can help in difficult situations.

2018: Behavior of Office Holders

Hadhrat Khalifatul Masih al Khamis (Ayyadadahullahu Ta’ala Benasrehil Aziz) has repeatedly instructed officeholders to hold themselves to a high standard while fulfilling their responsibilities. Majlis-e-Shura should delineate specific behaviors expected from officeholders at all levels in order for them to lead by example and strive for moral excellence and also to motivate the Jamā’at members to participate fully and serve the Jamā’at with their best abilities.

Action: A booklet of the past 15-years of Huzoor’s quotes regarding office holder’s responsibility was published and mailed to every US household. Seminars were held. Sermons were given and the material of booklet was discussed in local Amila meetings.

2017: Populating the mosque

Four years ago, Majlis-e-Shura deliberated on the topic of establishing congregational prayers. As a result, Alhamdulillah, progress has been made at various levels, including but not limited to establishing more than 250 Salat Centers nationwide. However, more work is needed to populate our mosques. Majlis-e-Shura should recommend achievable ways to populate our mosques on a sustained basis.

Action: Make it easy for members to attend prayer services at the masjid. Appoint a custodian of mosque where possible, provide food, include youth friendly activities.

2016: Culture of Islamic Marriage

Despite previous efforts, marital disputes continue to surface. Majlis-e-Shura should highlight reasons and develop a comprehensive program to promote the culture of Islamic marital harmony."

Action: Marital harmony guide was created and distributed to presidents. Friday sermons were delivered on this topic, and interactive discussions were held at the local levels.

2015: Preventing Social Ills

How can we prevent individual ills from becoming communal? Instead of coming towards Salat and adopting Islamic values, some members tend to gravitate towards materialistic pursuits. How can we do individual and collective "Jihad" to reverse this trend?

Action: Established 220 salat centers, Interactive presentations were introduced.

2014: Tarbiyat of Children

Approximately 4,000 Ahmadi Muslim children under the age of 15 (boys and girls) live in the United States. Special emphasis for the Tarbiyat of these children is needed. In the light of Huzoor's (aba) recent Friday sermons on the importance of self-reformation, National Majlis-e-Amila recommends that Jamā'at USA develop and implement a comprehensive Tarbiyat plan for all children under the age of 15.

Action: Tahir Academies were established as a result.

2013: Culture clash, losing youth

The parents who have migrated from the old countries with imbued old culture and mindset seem unable to connect with their American born children in comprehending the current environmental dictates. Consequently, many young are rebelling and moving away from creating a cohesive and loving family structure. There is a precise need for both parties to learn, adapt and compromise under the auspices of the National Jamā'at by establishing a series of interactive lectures and discussions to strengthen their loyalty to the Jamā'at and to their respective families.

Action: Conduct local interactive programs, make videos, identify and help at risk individuals, improve the masjid atmosphere to non-judgmental.

2012: Controlling Inappropriate Internet Use

Given the pervasive influence of and easy access to internet (social media, YouTube, etc.), what preventive and punitive measures should be taken to protect our members, especially the youth, from immodesty and immorality.

Action: Conduct educational workshops to raise awareness among youth and parents. If a well-documented case of inappropriate use of internet is identified, the case should be brought to Islahi committee and may be further escalated for punitive/corrective action.

2011: Prevent Divorces

The number of divorce and khula cases is increasing in the Jamā'at. So, activate the Jamā'at Tarbiyat Department and draw the attention of the auxiliary organizations of Ansar, Khuddam and Lajna towards this issue. In this regard, assess the situation and send me a report as to how many marriages took place in America in the last three years and how many were lost to divorce or khula. People are becoming devoid of taqwa and fear of God. Advise the Murabbian to draw people's attention towards this in their khutbaat and speeches. (Hadhrrat Khalifatul Masih al Khamis, February 19, 2011)

Action: Pre-marital counseling was recommended (started in 2017). Engage members, give training workshops, establish a hotline.

2010: Disengaged Youth

The youth (and other members as applicable), need to be more involved in Jamā'at and integrated in Nizam-e-Khilafat, to strengthen the future of the Jamā'at in the USA. What are the factors which can be appropriately considered in promoting that end? There is need to involve the youth through Majlis Khuddam-ul-Ahmadiyya but how is it best accomplished within the Jamā'at in general. (National Amila).

Action: Islahi committees were formed. Summer Tarbiyat camps started.

2009: The Need for Marriage Councilors

At the national level, a committee should be appointed, under Amir Sahib's guidance, with a view to identifying appropriate and committed individuals, both male and female, in various geographic regions of the US, to assume the role of marriage counselors and to approve the training programs that are deemed appropriate for our objectives. (Huzoor's observation: Rest is the work of the sub-committee to see how to undertake it).

Action: Two members took the course in marriage counseling.

2008: Tarbiyat of our Youth

To facilitate proper Tarbiyat of our youth, we should: Make a dedicated effort to write comprehensive Tarbiyat books for various age groups, educate our members about the non-Islamic (Christian, Pagan, etc.) celebrations and holidays (background, purpose, etc.) and how to deal with them in this society, Educate our members about Islamic position on the contemporary moral issues, like homosexuality, pornography, abortion, etc.

Action: All available Jamā'at Literature is regularly promoted and sold through the Gazette, Web, and Regional/National Jamā'at and Auxiliary events.

18. Worksheets

Tarbiyat Plan for my Jamā'at

<i>Your Name</i>			
<i>Jama'at Name</i>		<i>Number of adult members in my Jamā'at</i>	
<i>Salat Centers</i>	I will achieve the target of establishing _____ Salat centers within 2-months by fervently praying for it and: _____ % Amila will have access to Salat center or Masjid within 15 min _____ % members will have access to Salat center or Masjid within 15 min _____		
<i>Salat Ashara</i>	_____ % Amila attendance at Masjid or Salat center _____ average attendance at Masjid _____		
<i>Connecting with members</i>	I will call _____ members every week Other team members (President, Missionary or other Tarbiyat team members) will call _____ members every week Combined we will reach _____ members every week _____		
<i>Local Islahi Committee</i>	LIC meeting once every _____ month(s) and will be _____ of the month _____		
<i>Spiritual Fitness Camp</i>	Insha Allah I will organize SFC on _____ (date / month) I will target an attendance of _____ I will start planning for SFC on _____ (date / month) _____		

Once you complete, take a picture of this sheet on your phone and share with your Regional Secretary

My take home priorities

1	
2	
3	
4	
5	

My 30 day action plan

Week 1	
Week 2	
Week 3	
Week 4	

Notes:

[illegible]