



QAID'S CHECKLIST

GOOD

| Good (Must do for all qaideen – regardless of Majlis size) | |
|--|---|
| Deadline | Task |
| Every month 5th of each month December 1st January 1st March 1st June 1st July 15th October 1st October 30th | Hold a monthly meeting* Submit monthly report by 5th of each month Submit local Amla for approval by Dec 1st Submit updated Tajneed by Jan 1st Submit MKA/MAA survey and member email addresses Submit Shura election results and Income Budget Must attend National Ijtema/Majlis e Shura Collect chanda and submit year-end finance report Attend QRC |
| * Local/regional/National Ijtema attendance counts towards a monthly meeting | |

BETTER

| Good+ Better (becoming an active Majlis) | |
|--|---|
| Hold a monthly meeting; Much of the following can be accomplished just by properly conducting a monthly meeting! | |
| Atfal Tabligh Taleem Tarbiyyat Finance Waqar-e-Amal Umoomi Khidmat-e-Khalq | Hold Atfal classes twice/month with sports (consider sleepovers) Go to small towns, Make Messiah films, reach out to neighbors Submit 50% of Taleem workbooks/quarter Hold a Tarbiyyat discussion on the topic provided/attend 2 Jumma/month Collect membership dues from all Khuddam and Atfal Clean the mosque and/or adopt a highway Provide security for mosque during Jumma Prayers Go to donate blood at a local hospital or Red Cross center twice a year |

BEST

| Good + Better = Best (what puts you in the race for Best Majlis) | |
|---|---|
| Ishaat Seht-e-Jismani Tarb.Nau-Mubaeen Sami-o-Basri Amoor-e-Tulba Sanat-o-Tijarat MSQ Communications | Submit Rising or Shining Star, send articles/pictures for Mujahid/website Play friendly sports after the meeting Ensure Nau-Mubaeen attend Jumma prayers & monthly meeting Watch MKA Podcast at monthly meeting or create an original video Hold a campus event (blood drive, interfaith seminar) Hold a seminar locally Write for Examiner.com or a newspaper Browse through mkausa.org and find more ideas and activities! |

ABC OF MAJLIS KHUDDAM-UL-AHMADIYYA USA



ALL FOR ALLAH



BROTHERHOOD



COMMUNICATIONS