

# Nasiratul Ahmadiyya Canada

## Local Ijtima: Secretary Guidebook



**Year 2025-26**

[WWW.NASIRAT.CA](http://WWW.NASIRAT.CA)

*“It is most important for the education of girls that they have a loud voice. Their voice should not be soft or hesitant. Their voice should have bravery, determination, and power.”*

Hazrat Musleh Mau'ud (ra) Al Fazl January 14, 1927



# Nasiratul Ahmadiyya Canada

## IJTIMA COMPETITIONS

2025-2026

	LOCAL	REGIONAL	NATIONAL
<i>Tilawat</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Hifz-e-Quran</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Salat/Namaz</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>English Speech</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Urdu Speech</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>French Speech</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Nazm</i>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Bait Ba'azi</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>STEM</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<i>Quiz</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*\* ONLY QUEBEC WILL HAVE FRENCH SPEECH AT LOCAL \*\***

# CONDUCTING YOUR LOCAL IJTIMA

## A. Purpose & Organization of Local Ijtima

- Local Ijtima should be held on a separate day from Nasirat classes
- Explain the purpose of Ijtima to Nasirat, making it a special, organized event
- Ensure all Nasirat receive their *age-wise syllabus* well in advance to prepare properly
- Use extra time in Nasirat classes leading up to the event for competition preparation (no Ijtima competitions allowed to be held during regular classes)
- **All competitions, including Salat & Quiz, must be held on one day to maintain the spirit of Ijtima; Salat competitions cannot be held separately this year**

## B. Pre-Ijtima Preparation

- You'll receive your Ijtima package on Google Drive & Nasirat.ca
  - Review all materials as soon as you receive them to prevent last-minute issues
  - Reach out to your local Sadr Sahiba for guidance, especially if it's your first time
  - National Nasirat Department is available for questions or concerns via Google Chat or Gmail
- Read the guidelines prior to the event, and again on the day of competitions to ensure everything runs smoothly and to avoid complications with results

## C. Judges and Guidelines

- In your package, you will receive a “Judges Guidelines” file
  - There are important points judges must read and follow before making their judgements
  - It includes competition-specific marking criteria for each competition, this is brand new information and it is crucial for Judges to be 100% in the loop
- Organize and confirm your judges at least 1 month in advance
  - You’re required to have a meeting with all the judges prior to your Ijtima to review guidelines one-by-one via Google Meet or Zoom

## D. Event Timing and Venue

- Ijtima must be held in a Mosque or Namaz Centre (not homes) due to the AMJ Safeguarding Policy
- Set date and venue atleast 2 months before the Ijtima to avoid booking delays (as spaces fill up quickly)
- Lajna and Nasirat Ijtima will *not be held on the same day*
- **Nasirat Ijtima can only be conducted in March or April 2026**
  - Timeline: March or April 2026
    - March: No Nasirat classes apart from 2 Ramadan Kahoot Class and Local Nasirat Ijtima
    - April: 1 Nasirat Class and Local Nasirat Ijtima OR 2 Nasirat Classes if Ijtima was held in March

## **E. Mandatory Competitions**

- Nasirat must take part in Tilawat and Salat to be eligible for other competitions.
- There will be no Qaseeda or Presentation competitions this year.
- French Speech will only be held at the Regional Ijtima by registration, except in Quebec, where it will also be held at the Local Ijtima

## **F. Teamwork and Support**

- Seek assistance from your local or regional Sadr Sahiba as needed for preparation, including finding judges or creating the agenda, along with deciding a budget for this event
  - We are all a team! Do not hesitate to ask for help
- Request help from local Lajna members on the day of the Ijtima
  - Delegate tasks such as timekeeping, refreshments, or welcoming guests

## **G. Agenda and Time Management**

- Plan a clear schedule for the day with all competitions, activities, and breaks. Keep the day fun by planning games or extra activities so there is no waiting time.
- Use simple stretching or light movement if there are gaps in the schedule. Ensure the Ijtima is not too long or boring, and keep Nasirat active and excited. Arrange goody bags as well
- Begin the sessions with Tilawat, followed by Hadith, and then the Nasirat Pledge.
- If the day starts at 10:00 a.m., lunch should be scheduled no later than 1:00 p.m.

## **H. Cleanliness and Space Management**

- It is your responsibility to ensure cleanliness and organization throughout the event
- Assign teams to monitor and clean areas throughout the day (prayer mats, washrooms, etc)
- Maintaining cleanliness reflects respect for the house of Allah and creates a welcoming environment for all attendees

## **I. Salaat Competition**

- **Ensure that judges listen to the FULL portion of the Age specific Salaat portion and not just parts**
- You may do this competition tandem while the other competitions are taking place

## **J. Quiz Competition**

- Ensure teams are formed in advance.
- This competition is designed to increase knowledge in a fun and engaging way.
- All questions are based on the syllabus for the different age groups, so Nasirat should be encouraged to participate.

## **K. Speech Competitions**

- Ensure that all Participants have a printed copy of their Speech and not read off of their phones
- No timers/bells should be used

# INCORPORATING THE THEME

## Local: Ibadat through the 5 Pillars of Islam

The theme of an Ijtimaa serves as a focal point for learning, reflection, and practical application. It provides a structured way for Nasirat to engage with and internalize core Islamic values. By focusing on “***Ibadat through the 5 Pillars of Islam***” Nasirat are encouraged to explore how each pillar serves as an act of worship and a foundation for spiritual growth. This theme helps Nasirat understand that Ibadat is not limited to prayer alone, but is reflected through the pillars in both belief and action. The discussions and activities during the Ijtimaa aim to nurture sincerity, discipline, gratitude, and a stronger connection with Allah in the daily lives of Nasirat.

- ***Draw from Core Teachings:*** Use selected verses from the Holy Quran and Ahadith that highlight the significance of the Five Pillars of Islam and how they are the basis of Ibadat. This provides a strong foundation for the Ijtimaa and reinforces the concept of Ibadat as a complete way of life.
- ***Shocase Guidance from Khilafat:*** Include short, age-appropriate video clips of Khilafat that highlight the importance of Ibadat and the Five Pillars of Islam. These videos help Nasirat connect directly with the guidance of Khilafat and understand how these teachings apply in their everyday lives.
- ***Explore Your Resources:*** Utilize materials from [alislam.org](http://alislam.org), books of the Promised Messiah (as), and relevant Friday Sermons to find teachings, short stories, and examples that explain the importance of the Five Pillars and their role in developing true Ibadat.
- ***Interactive/Playful Ideas:*** Include simple, pre-planned group activities such as discussions, matching activities, or scenario-based exercises that allow Nasirat to reflect on how each pillar can be practiced with sincerity and intention in their daily lives.

# POST LOCAL IJTIMA

All Secretaries are requested to please conduct the following 2 tasks ASAP after their Ijtima:

Please submit your full results with the marks, member codes, names and phone numbers, emails in [this file](#) under your region > majalis along with filling the following google form: <https://forms.gle/JQWWP9YqgHpCf49x8>

**Note:** The summary page updates automatically as you enter results. Remember to add attendance, date, and location—the medal count will update automatically.

as	Majlis	Date of Ijtima	Location of Ijtima	7-9 Attendance	10-12 Attendance	13-14 Attendance	Total Attendance
<b>PLEASE DO NOT FILL THIS SHEET</b>		<b>YOU CANNOT FILL THIS SHEET YOURSELF</b>					
<b>SHEET WILL AUTOMATICALLY UPDAT</b>		<b>YOU ENTER YOUR RESULTS UNDER YOUR REGION'S TAB</b>					
1	Alberta - Airdrie						0
2	Alberta - Edmonton East						0
3	Alberta - Edmonton West						0

This sheet is used to track information and help with planning for Regional and National Ijtimas. Please note that this is not an order sheet, as medals will already have been provided before your Local Ijtima. However, completing this sheet is still required. We kindly request that the results sheet be submitted within one week of your Ijtima date so the information can be used in a timely manner for Regional Ijtima planning. **Please avoid submitting results a month later, as the sheets may go missing. Late submission will result in a loss of report marks.**

*JazakAllah!*