

Guidelines for MAPS Khateeb (Speakers)

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This document provides suggested guidelines for the khateeb who deliver khutbah at Masjid Ar-Rahmah (MAPS).

1. Always start the khutbah Friday prayer on time and end on time.
Pacific Standard Time (winter) schedule: 12-15PM – 12.45PM
Pacific Daylight Savings Time (summer) Schedule: 1.15PM – 1:45PM
2. Khutbah must end by 12.45 PM (winter) and 1:45PM (summer), followed by Iqamah for Salaat.
3. People coming to MAPS expect the Jummah to finish on time so they can get back to their work.

Topic of Khutbah:

1. Please choose topics that are relevant to the present time and in the American Muslim context. Talk about issues in sufficiently specific and concrete details. Too much of abstract talk does not connect well with audience at our masjid.
2. The community is always looking for Islamic perspective of current events. If you are knowledgeable and able to talk to those topics that are consistent with vision of MAPS and Islamic national organizations such as CAIR, ISNA, we ask you to address them in your khutbah.

About the Delivery:

1. Most people who come to the masjid are well educated and want thought provoking khutbahs which they can remember. For many, Jummah is the only time during the week, they get to listen to a spiritual lecture and we need to make this impactful.
2. The community always likes when statements are backed up by references from Quran and Sunnah and to highlight examples from the Quran, Sunnah/Hadith, and the Seerah.
3. We recommend avoiding repetition unless done deliberately to convey key message.
4. Dwelling too much time on what people already know loses the attention of the audience.
5. Have a theme or a topic for the khutba and focus on it. When we suggest a topic, we request you to speak to the topic.
6. End the khutba by summarizing the talk and with a clear message for the audience to ponder or an action to act upon.
7. We consistently get feedback from the community that people do not like when khateeb get emotional and raising the voice very loudly. The message gets lost due to emotions. Please avoid talking too loudly.
8. Sometimes, khutbah contains many negative and gloomy messages, and it depresses the audience. Such messages do not help an ummah that is already feeling helpless. It would help to tell the audience how they can change the situation with practical steps but not utopian dreams. Fear and hope go hand in hand in Islam. However, we live in a time where we emphasis the message of hope over fear since we see so much negativity around us.
9. There can be non-muslim visitors in every khutba among the audience who come to observe the Jumma prayer. This may be the first and the only opportunity to learn about Islam. The khateeb should remember that they are addressing their khutba in the presence of non-muslims.
10. What gets said from the mimbar may get quoted in Seattle Times or New York Times as it has happened in the past. So the khateeb need to be deliberate and conscious of the statements they make and must be able to withstand scrutiny based on defensible facts.
11. We ask our khateeb to have some idea about position this masjid have taken on contemporary issues and as such we would like our khateeb to not give contradictory messages from the pulpit as it will confuse the audience. If the khateeb must take such a different position, it is best to reiterate that

this is their opinion and is not necessarily universally accepted including this masjid. While there are some issues on which it is difficult to come up with a consensus, there are many issues on which there is broad consensus. These include political participation, direction of Qibla, dawah to people of other faith, belief in working with local, state and federal govt to address issues concerning Muslims, etc., respect for local laws.

- 12. Stress the opportunities and positive aspects.** While it is acceptable to point out our shortcomings and ills of the western society, it is importance to balance them with positive aspects that are in conformance with Islam.
- 13. Avoid dwelling too much on past glories.** There is no doubt Muslims had a glorious and rich past. However, these past successes should not become a source of hollow pride. Therefore, the emphasis should not be on the past, but rather the present and future.

Thank you very much for taking the time to come to MAPS/Masjid Ar-Rahmah to deliver khutbah.