



OVERVIEW

Objectives of the Meeting:

To assemble the main UMA brothers and sisters, involved in all UMA departments, committees or initiatives, to collaboratively discuss the future and vision of the UMA, this includes:

- a) To raise awareness updates of the existing UMA departments and initiatives.
- b) To propose new ideas, initiatives, and programs, and provide a forum for feedback and comments that will contribute to the advancement of the respective UMA department.
- c) To set goals and objectives for each for the new calendar year 2025.
- d) To set the new year's UMA Events calendar for 2025, and ensure no overlap with programs and events.
- e) To document all programs and plans for the UMA and its departments.
- f) To explore options for growth and development.

Day Program:

- **Sunday, 10 November 2024**, from **8am to 1pm** at the **UMA Centre**.
- Estimated duration of the program: **4hrs**

- Each presenter will present for an allocated time set by the management, followed by 5 minutes of feedback and Q&A.
- Feedback will also be given online to the relevant department and personnel and shared with all participants.

Presenters & Departments:

- Heads / Amirs of existing departments, committees, or initiatives.
- Presenters with new ideas, initiatives, programs, or department proposals.

- **Main UMA Departments:**

- 1) UMA Centre**

- a) Café
- b) Gym
- c) Hall

- 2) Treasury**

- a) Financial Report
- b) Fundraising

- 3) Dawah Department**

- a) Community Engagement Division
- b) Social Services Division
- c) Brotherhood Division
- d) Youth Division (Youth Advisory Council)

- 4) Sydney Islamic College**

- a) Arabic
- b) Quran
- c) Shariah
- d) Diploma of Islamic Studies
- e) SIC4KIDS

- 5) Religious Affairs (Masjid, Events, Counselling)**

- 6) Islamic Media International**

- 7) Marketing & Events**

- 8) Sisterhood**

- a) Dawah Department
- b) Youth
- c) Events
- d) Gift a Smile

- 9) Future Project and Development**

- 10) Other Departments**

- a) NDIS
- b) UMA College – RTO
- c) Home care and Aged Care
- d) Zamzam Hajj and Ummrah Group

Presentation Guidelines

Details:

- Update and report on major achievements in 2024. Use your 2023 UMA Strategy Meeting presentation as a guide to measure your success
- Propose your department's 2025 calendar of events
 - Major Events
 - Programs that require booking of the UMA Venue.
- Propose the goals & vision of your department for 2025.
- Propose any financial plan you have to generate income for your department

Proposal Guidelines

Details:

- Department:
- Sub-Committee (if applicable):
- Full Name:
- Position in the Department/Committee:
- Email:
- Is this a new proposal or initiative? Yes/No (If Yes, Answer questions 1 to 5 only)

Proposal Questionnaires:

1. Overview of Department/Committee
2. Vision of Department/Committee
3. Mission of Department/Committee
4. Where do you envisage your Department/Committee in the next 5 years? (Maximum 30 words.)
5. In 2025, what plans are in place for growing your Department/Committee?

6. SWOT Analysis (refer to table below)

(If applicable to the respective department)

Strengths	Weaknesses
<ul style="list-style-type: none"> What are the benefits of your department? What do you do well? (What would you boast about?) What do others see as your strengths? 	<ul style="list-style-type: none"> What areas need improvement? What does your department lack? What are your biggest challenges?
Opportunities	Threats
<ul style="list-style-type: none"> What opportunities exist for your department? How can you turn your strengths to opportunities? What resources would be required to move your department to the next level? 	<ul style="list-style-type: none"> What obstacles and challenges does your department face? What threats do competitors or external factors pose to your department?

NOTE:

- The presentation must be completed and submitted by **NO LATER** than **5 November 2024**.
- The presentation will be distributed to all participants before the event by 5 days.
- The presentation should not exceed the allocated time, followed by 5min Feedback.
- Participants will be giving their feedback online for your consideration.

[FEEDBACK FORM.](#)

- It is recommended that you have a PowerPoint presentation.
- If you are a subcommittee of a department, please consult with the Amir of the department before submitting your proposal.
- Due to time constraints, not all proposals submitted will be discussed on the day. A committee will decide on the proposals to be discussed.
- Update the UMA 2025 Events Calendar: <https://www.uma.org.au/events-booking-calendar-2025>
- **More details on the UMA Strategy Meeting:** <https://www.uma.org.au/strategy-24>

Jazakom Allahu Khairan for your cooperation and participation and may Allah grant us success

[PowerPoint Presentation Template](#)

Together and United we can Grow and Prosper