



ELCT | EVANGELICAL LUTHERAN
CHURCH IN TANZANIA

VACANCY ANNOUNCEMENT

VACANCY ANNOUNCEMENT FOR HAPANA MAREFU YASIO NA MWISHO PROJECT

The Evangelical Lutheran Church in Tanzania (ELCT) was formed on 19th June 1963 with a vision of a Christ-centered communion of people focused on eternal life. The Headquarters Office is in Arusha which is responsible for coordination, capacity building and facilitation, advocacy, Church Identity and Unity. ELCT is headed by the Presiding Bishop who is elected among the serving Diocesan Bishops. The management and leadership oversight is provided by the ELCT Secretary General assisted by four Deputy Secretary Generals (DSG) who are the DSG for Mission and Evangelism, DSG for Social Services, Women and Children Services, DSG for Planning and Development and DSG for Finance and Administration. The Church focuses on propagating the "holistic" Gospel serving man through spiritual, social, economic and environmental programmes /interventions in order to have a God-loving community hence fulfilling God's mission in Tanzania. Hapana Marefu Yasio na Mwisho Project "There is No Distance that has no End." is a three-year project, funded by the European Union, to be implemented by ELCT in Morogoro, Mwanza, Dodoma, Tabora and Zanzibar. The project aims at bringing interfaith actors together to support positive norms and values and girls at most risk and advocate to end child marriage. ELCT invites applications from qualified and experienced individuals for the below vacant position;

Position: PROJECT OFFICER - 1 POSITION

Reporting to: Team Leader

Location: Morogoro

Job Summary

To provide overall leadership and management of project human and non-human resources, organize, coordinate and facilitate timely and quality implementation of project activities and reporting, ensure efficient and effective linkages with other implementers at regional, council and community levels.

Required qualifications and experience

- Bachelor's degree in Sociology, Law, Community Development or relevant degree.
- Masters in Counselling will be an added advantage
- At least 5 years relevant working experience
- Previous experience managing and leading teams.
- Training and facilitation skills with at least 3 years of experience.
- Knowledgeable in proposal writing, MEL and reporting
- Experience in at least one of the following technical areas: Gender Based Violence, Youth and Adolescent work, Case Management, Bi-Directional Referral and Linkage, and Child protection.
- Fluency in English and Kiswahili.

Roles and Responsibilities.

- Lead implementation of periodic project work plans developed for Morogoro region. (annual/quarterly/semiannual) and guide the team including the Peer Models District and interfaith focal person.
- Organize and facilitate building capacities of duty bearers through training and equipment to create Morogoro as a model region of comprehensive services to girls at risk of child marriage with a focus on Indigenous pastoralist girls.
- Support selected Morogoro NPA-VAWC stakeholders to reinforce collaboration for effective referral and access to services.
- Support vulnerable girls most at risk of child marriage and child brides in economic, education and health outcome strengthening, with a focus on Indigenous pastoralist girls.
- Support a communication campaign in Morogoro, Mwanza, Dodoma, Tabora and Zanzibar on the existence of 116 among rights holders including through visiting rural primary schools and a radio campaign.
- Conduct advocacy among local duty bearers and interfaith leaders on ending child marriage and their role in referral to protection services.
- Provide overall technical, operational, and administrative support to project staff and promote an organizational culture where policies and values are observed.
- Oversee and timely track project work plans and innovate speeding up implementation.
- Lead a quality improvement team guided by approved quality improvement tools such as SIMS for evidence-based decision-making and planning.
- Oversee in the region the project budget including tracking spending, disallowed costs, approving travel requests, staff liquidation, reviews and approves all project expenses.
- The Project Officer for the Morogoro region is the project leader who is ultimately responsible and accountable for timely, quality project implementation across all the districts
- Work in collaboration with regional and council-level government officials in coordinating planned activities to ensure high-quality project activities delivery for Output 2

- Ensure preparation and timely completion and submission of both financial and narrative reports (monthly, quarterly, semi-annual and annual) to the Project Coordinator.
- Work with data and M&E officers to ensure that appropriate data is obtained to produce high-quality and timely reports.
- In collaboration with organizational project management, mentors project staff as appropriate in all areas of project management, quality assurance and individual staff capacity development needs.
- Supports performance of trained District Interfaith Focal person and 6 Peer Role Models/Mentors to support and monitor village-level actions by proactively addressing performance issues through regular, constructive and honest feedback.
- Ensure the District Interfaith Focal person and 6 Peer Models are supported to deliver quality results in all project implementation activities.
- Represents the project in higher-level meetings and events organized by the government and other stakeholders in Morogoro region
- Perform other related tasks as needed and assigned.

MODE OF APPLICATION:

Send your application letter, academic certificates and Curriculum Vitae with the names of three referees and their contact information **combined as one PDF document** before the application deadline.

The application letter should contain the address below.

**Secretary General
Evangelical Lutheran Church in Tanzania
P.O. Box 3033
ARUSHA**

NB:

1. All applications MUST be sent by EMAIL through recruitment@elct.or.tz
2. Mention the position applied in the email subject line. **“Application for Project Officer Position - Hapana Marefu Yasio na Mwisho Project”**
3. The application should be in one single PDF attachment
4. Only shortlisted candidates will be contacted for an interview
5. The deadline for submitting the application is on **4th October 2024**

“ELCT is an equal opportunity employer.”