



## **VACANCY ANNOUNCEMENT**

The Evangelical Lutheran Church in Tanzania (ELCT) is a faith-based organization registered on 19th June 1963 with headquarters offices at Arusha. The mission of the ELCT is to provide holistic care to all people. The management and leadership oversight is provided by the ELCT Secretary General assisted by four Deputy Secretary Generals (DSG) - including the DSG for Mission and Evangelism, DSG for Social Services and Women's Works, DSG for Planning and Development and DSG for Finance and Administration.

ELCT wishes to recruit qualified, motivated and dynamic individual for the below described position. All applicants are strongly advised to read to adhere to application instructions and guidance provided.

### **Position: DEPUTY SECRETARY GENERAL – MISSION AND EVANGELISM (1)**

**Reports to:** Secretary General, ELCT

**Duty Station:** ELCT Headquarters (Currently in Arusha) with frequent travels around Tanzania and outside the country.

**Tenure:** 5 years contract, renewable once upon performance satisfaction

### **Position Summary**

The Deputy Secretary General – Mission and Evangelism will plan, coordinate and manage all the functions of Mission and Evangelism Department namely Mission Strategy and Planning, Church Planting and Growth, Evangelism and Faith Sharing, Managing Church Literature and ensure Doctrinal compliances, Collaboration and Networking with local and international mission partners as well as Support for Christian Education and revitalization of existing congregations.

### **Routine and General responsibilities**

#### **1. Leadership and Oversight**

Provide overall leadership and supervision for all activities related to Missions and Evangelism within the Church.

#### **2. Strategic Planning and Coordination**

Plan, coordinate, guide, and monitor the Church's efforts to faithfully proclaim the Gospel to all people—both within Tanzania and internationally.

#### **3. Integration of Pastoral Programs**

Align and monitor the Church's pastoral initiatives, with a focus on Christian education, advocacy, youth engagement, and scripture dissemination.

**4. Curriculum Development**

Participate in the development and evaluation of theological and Christian education curricula for Church institutions and training centres.

**5. Mission Expansion**

Coordinate the establishment and support of mission areas aimed at advancing the Lutheran faith both nationally and globally.

**6. Mission Support Centers and Communication**

Oversee the operations of mission-related centers and initiatives that promote evangelism, spiritual growth, and effective communication.

**7. Spiritual Leadership at ELCT Headquarters**

Serve as the Chaplain at the Church's national headquarters and facilitate spiritual refreshment programs for staff and ministers based there.

**8. Bishops' Conference and retreat Coordination**

Act as the primary coordinator for the Conference of Bishops, ensuring smooth planning, communication, and execution of joint activities.

**9. Reporting and Accountability**

Report directly to the Secretary General of the Evangelical Lutheran Church of Tanzania (ELCT) and ensure alignment with the Church's overall mission and vision.

**10. All ELCT Pastors Conference**

Plan and coordinate all ELCT pastors every four years and ensure the outcome are shared with all dioceses.

**Qualifications, Experience and Skills Required:**

1. He/she must be a Pastor from the Evangelical Lutheran Church in Tanzania
2. Must portray exemplary conducts, live and serve in a way that reflects the values and expectations of ELCT.
3. Holder of a Bachelor degree in Divinity/Theology
4. Master's degree will be an added advantage.
5. 5+ years of progressive leadership experience in Mission and Evangelism related activities.
6. Experience managing and overseeing programs related to Church growth
7. Strong interpersonal skills to work effectively with diverse teams, stakeholders, and communities.
8. Strong leadership and management skills; excellent communication and interpersonal abilities; knowledge of the Church.
9. Commitment to the mission and values of ELCT; ability to work collaboratively with diverse groups; strong analytical and problem-solving skills.
10. Member of the ELCT and committed to the ELCT vision and mission.
11. The applicant's age should range from 40 to 55 years with sound mind & good health
12. Should be computer literate and competent in use of Microsoft software applications.

**Salary**

The salary will be as per ELCT salary scales

**MODE OF APPLICATION:**

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

The application letter should contain the address below.

**Chairperson  
Search Committee  
Evangelical Lutheran Church in Tanzania  
P.O. Box 3033  
ARUSHA**

**NB:**

1. All Applications **MUST** be endorsed by Diocesan Bishop/Assistant to the Bishop
2. All applications **MUST** be sent by EMAIL through [recruitment@elct.or.tz](mailto:recruitment@elct.or.tz)
3. Mention the position applied in the email subject line. **“Application for Deputy Secretary General – Mission and Evangelism position”**
4. The application should be in one single PDF attachment with applicant’s name
5. Each applicant must send only one application
6. Only shortlisted candidates will be contacted for an interview
7. The deadline for submitting the application is on **18<sup>th</sup> June 2025**

**“ELCT is an equal opportunity employer.”**