



## **INTERN ADEVERT FOR ELCT SLEP**

### **TWO POSITIONS: Veterinarian and an Accountant**

The Evangelical Lutheran Church in Tanzania (ELCT) is a faith-based organization registered in Tanzania with headquarters offices at Arusha. 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. In serving human beings in a holistic way, The Church carries out mission work within and outside the country using all types of means and media.

It has a coordination office responsible for Capacity building, Advocacy and Facilitation (CAF) of the Dioceses. The Church has common work institutions including: The Tumaini University Makumira that has 6 constituent colleges; Morogoro Lutheran Junior Seminary (LJS); Three schools for deaf children.

ELCT owns 172 health facilities (24 Hospitals and 148 lower Health Centres and Dispensaries) located in Tanzania mainland and Zanzibar. The hospitals and lower health facilities most of them are located in the rural areas where by most people are poor and far from communication facilities. It is engaged in PHC, diakonia, HIV counseling, treatment and Palliative Care at national and Diocesan levels. ELCT has a number of water projects as well as livelihoods and economic empowerment, food security and climate resilience, and environment conversation programs The implementation of these projects has had a significant impact on development in the communities.

ELCT is headed by the Presiding Bishop who is elected among the serving Diocesan Bishops. The management and leadership oversight are provided by the ELCT Secretary General assisted by four Deputy Secretary Generals (DSG) - including 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. ELCT implements ELCT Sustainable Livelihood and Empowerment Program (SLEP) focusing on three thematic areas including Livelihoods, Climate Resilience and Gender Justice impacting the lives of people of all faith in 10 regions in Tanzania.

## **A. Veterinarian (Intern)**

**Reporting to:** Project Officer

**Location:** Kahama, Shinyanga

**Job Objective:** To provide technical support on diagnoses, treatments, and prevention of animal diseases, ensuring both animal and public health. Also, engages himself/herself in a wide range of health conditions and injuries in non-human animals. Along with support technically on animal reproduction, health management, conservation, husbandry and breeding, and preventive medicine like nutrition, vaccination and parasitic control.

## **B. Roles**

- i. Diagnosis & treatments
- ii. Disease prevention
- iii. Animal surgery and emergency care
- iv. Animal welfare and public health
- v. Support food safety through livestock inspection
- vi. Work in clinical practice, research, or government service
- vii. Coordination

## **C. Responsibilities**

- i. Examine animals to detect diseases, injuries or disorders.
- ii. Provide surgical and medical treatment.
- iii. Perform surgical operations (spaying, neutering, wound repair, cesarean, etc.)
- iv. Administer vaccinations, deworming, and preventive treatments.
- v. Educate farmers on biosecurity and hygiene practices.
- vi. Provide urgent care for injured or sick animals.
- vii. Monitor the welfare and ethical treatment of animals.
- viii. Control zoonotic diseases (those transferable to human e.g. rabies, brucellosis).
- ix. Ensure safety of animal products like meat, milk, eggs and fish through inspection and certification.
- x. Conduct veterinary research on diseases, vaccines, and treatment methods.
- xi. Advise and train farmers and livestock keepers on nutrition, breeding and general animal care.
- xii. Support and facilitate the establishment and running of saving and credit scheme groups and their networks.
- xiii. Coordinate the implementation of all activities of sustainable livelihood and empowerment program running in the implementing area.
- xix. Develop the annual plan and prepare both semi-annual and annual narrative and financial reports and submit them to the coordinator for scrutiny.
- xx. Cooperate with fellow co-workers in the implementation of sustainable livelihood and empowerment activities whenever needed to do so.

**Accountant (Intern)****Reports to: Finance and Grant Manager for ELCT SLEP****Location: Arusha, ELCT HQ**

Job Objectives: Supports the processing, recording, and reporting of financial transactions while gaining practical experience in accounting. Also, will assist in preparing budgets, processing payments, managing petty cash, and maintaining financial records to ensure accountability and compliance. Other roles will include supporting financial management, assisting in project implementation from a finance perspective, posting records in accounting systems, and collaborating with finance and program teams to achieve organizational objectives.

**B. Roles**

- i. Support financial management of program activities.
- ii. Assist in budgeting and financial planning.
- iii. Maintain financial records and documentation.
- iv. Support payment processing and petty cash management.
- v. Provide assistance in project implementation from a finance perspective.
- vi. Support accounting system operations.
- vii. Collaborate with program and finance teams in achieving program objectives.
- (viii) Perform any other responsibilities assigned to support the program.

**C. Responsibilities**

- i. Process and prepare payments for planned program activities.
- ii. Assist in preparing budgets for program activities.
- iii. Prepare petty cash payments and record expenses.
- iv. Support the implementation of various planned project activities.
- v. Organize and maintain payment files, ensuring proper supporting documentation.
- vi. Post accounting records into the accounting system.
- vii. Maintain accurate and up-to-date financial records, data, and information.
- viii. Perform any other responsibilities assigned to support the program.

**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 leader
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. **“INTERN FOR VETERINARIAN”**
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 interviews
7. The deadline for submitting the application is on **7<sup>th</sup> February 2026**

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