



**Organization:** Hamutuk Nasaun Saudavel (HAMNASA)

**Location:** Dili, with frequent travel to Atauro Island

**Duration:** March 2026 – June 2028 (Fixed-term)

**Reports to:** Executive Director

**Supervision:** 6 TB Team Members

HAMNASA is a leading Timorese non-profit organization dedicated to strengthening health systems and community mobilization. Since 2022, in partnership with the Ministry of Health (MoH) and funded by the Global Fund, HAMNASA has been at the forefront of the fight against Tuberculosis (TB) in Timor-Leste. We utilize innovative tools like the "One-Stop" Mobile Diagnostic Van with AI-powered X-ray technology to reach vulnerable populations.

The TB Program Manager will provide strategic leadership to expand TB prevention, diagnosis, and treatment adherence across Dili and Atauro. This role is critical in implementing the National Strategic Plan for Ending TB, focusing on digital data transition, disability-inclusive health services, and community-led outreach.

## **Key Responsibilities**

### **Program Leadership & Technical Management**

- Provide overall leadership and strategic direction for all components of the TB program
- Lead coordination with the NTP, District Health Services (DHS) Dili
- Represent HAMNASA in relevant TB-related coordination meetings with MoH, NTP, Global Fund, and implementing partners
- Develop and submit detailed annual work plans
- Oversee continuation and enhancement of current TB screening and diagnostic activities using the mobile diagnostic van
- Oversee investments in staff capacity building including training and mentoring on facilitation skills, interpersonal communication, nutrition, TB refresher training, and online data collection
- Lead transition from paper-based screening forms to online data collection systems
- Pilot supplemental interventions in two Community Health Centers (CHCs) in Year 1 and scale up in Year 2
- Develop a targeted Social and behavior change (SBC) campaigns to reduce stigma and increase family/community support using research findings in coordination with MoH
- Support the development of training packages for program staff on nutrition and facilitation skills

- Coordinate trainings and Follow up After Training (FUAT) for health providers with National Institute of Public Health (INSP-TL) and CHCs
- Explore and trial agreement-based incentives for TB treatment adherence
- Support peer educator support for outreach activities

### **Increasing Access for People with Disabilities (PWD) to TB services**

- Develop and manage partnership agreement with local Organizations of Persons with Disabilities (OPD)
- Oversee rapid inclusivity audit of existing Global Fund intervention at facility level, mobile van, and outreach activities
- Lead design of disability-inclusive interventions based on audit findings, in consultation with OPD partner (s), NTP, and DHS Dili
- Coordinate home-based screening, contact tracing, and support visits for PWD

### **TB Intervention Expansion in Atauro**

- Develop integrated TB strategy for Atauro and in consultation with NTP and CHC Atauro
- Coordinate integrated service delivery with local partner including general consultation + TB services
- Ensure household visits, contact tracing, and treatment adherence support across the island

### **Monitoring, Evaluation & Reporting**

- Work closely with M&E Coordinator and selected research partner to carry out TB related rapid research
- Coordinate technical agreement arrangements with INSP-TL for ethics approval and training modules
- Oversee research design, data collection, analysis, and report writing on factors related to TB treatment adherence
- Work closely with M&E Coordinator to develop and implement simple M&E framework capturing expected results, including treatment completion rates
- Oversee data collection, analysis, and reporting on TB case finding, screening numbers, contact tracing, and treatment outcomes
- Coordinate with Program Performance Manager on quality assurance

### **Financial & Administrative Management**

- Oversee program budget
- Coordinate procurement processes for equipment, supplies, and services
- Coordinate with Finance Manager and Finance Officer on budget tracking and expenditures

### **Cross-Cutting Issues**

- Ensure "Do No Harm" approach throughout all program activities, minimizing stigma, distress, and socioeconomic hardship for TB patients
- Monitor and mitigate risks related to treatment refusal, low adherence, and stigma

## **Organizational**

- Serve as member of HAMNASA's Senior Management Team
- Supervise and mentor Project Coordinator and direct reports
- Foster organizational learning and capacity development
- Any other tasks assigned by HAMNASA leadership

## **Qualifications**

### **Required:**

- Bachelor's degree in public health, health management, international development, or related field (Master's degree preferred)
- Minimum 5 years' experience in health program management, with at least 2 years in TB or communicable disease control
- Demonstrated experience managing complex, multi-component programs with multiple partners
- Strong understanding of health systems strengthening and community-based health interventions
- Experience working with government health systems, particularly Ministry of Health and district health services
- Strong participatory facilitation and interpersonal skills
- Proven financial management skills with donor-funded programs (DFAT or similar bilateral donors preferred)
- Experience in monitoring, evaluation, and results-based management
- Strong team leadership and staff supervision experience
- Excellent coordination and stakeholder management skills
- Proficiency in English with strong report writing skills in English
- Commitment to child protection and PSEAH principles
- Commitment to disability inclusion and gender equity

### **Desired:**

- Experience with Global Fund
- Experience conducting or overseeing operational research
- Experience with community mobilization and behavior change campaigns
- Understanding of disability-inclusive health approaches
- Experience working with community health volunteers
- Experience with incentive-based health agreements and vouchers

## **Application Process**

### **Interested candidates should submit:**

- Current CV
- Cover letter (maximum 2 pages) addressing qualifications and experience relevant to this position
- Contact details for three professional referees

**Deadline:** 20 February 2026

*This position is open to Timorese nationals only.*