

MINGWEI MA

Project Manager | Program Manager | PMP

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SUMMARY

PMP-certified Project Manager with 5+ years of experience leading complex, multi-stakeholder philanthropic initiatives, corporate programs, and global nonprofit partnerships end-to-end. Proven track record directing a \$2.6M+ program portfolio for premier organizations including the Henry Luce Foundation and the Center for Reproductive Rights. Expert at creating structure within ambiguous environments, establishing rigorous risk and governance frameworks in regulated financial environments, and designing repeatable tools that optimize operational efficiency.

EXPERIENCE

Product Manager | SUBSCRIBE (Financial Services) — New York Oct 2025 – April 2026

- Led end-to-end delivery of concurrent initiatives in a highly matrixed financial-services environment, coordinating operations, legal, engineering, account management, and executive stakeholders from intake through launch and post-launch validation.
- Built the organization's centralized project-management infrastructure in Asana, standardizing intake workflows, ownership, milestone gates, and status reporting across 10+ teams.
- Rescued a custom pre-qualification MVP stalled for three years by resetting shifting eligibility and data requirements, leading cross-functional UAT, and implementing RACI-led launch governance; released within one month with zero critical defects while routing late-stage expansion requests into a post-launch backlog.
- Facilitated structured Go/No-Go phase gate reviews with executive leadership, synthesizing technical, legal, and operational risks to deliver data-backed launch recommendations for high-stakes features.

Senior Project Manager | Wide Eye — New York Nov 2024 – Oct 2025

- Directed delivery of a \$2.6M portfolio for 10 mission-driven organizations, overseeing budgets, external partners, project governance, milestones, and closeouts.
- Salvaged a digital product launch after multi-week design approval delays by parallelizing stable backend/API work with visual design and using an MVP homepage to secure executive alignment; avoided engineer idle time, eliminated one planned revision round, delivered on schedule, and preserved profitability.
- Recovered a digital redesign at risk of budget erosion by replacing fragmented asynchronous feedback with live executive workshops, establishing sprint-level approval boundaries, and escalating a decision brief that secured leadership alignment.
- Led after-hours response to a production outage before a major client campaign, balancing rollback risk against preservation of live content and implementing staging-first deployment controls to prevent recurrence.
- Managed constrained shared-design capacity across concurrent launches through task-level capacity mapping, priority-page sequencing, and a reusable visual-QA process that protected presentation dates, development timelines, and team sustainability.

Senior Project Manager | Studio Simpatico — New York Jan 2022 – Nov 2024

- Managed 7+ concurrent project workstreams alongside 20+ active nonprofit and organizational relationships on a shared delivery team, successfully balancing competing priorities and deadlines.
- Improved delivery for a high-value client retainer by translating blockchain, wallet, and custody concepts into actionable creative direction and replacing asynchronous feedback with live co-creation workshops; reduced revision cycles for 4–5 monthly assets from 4+ to 2–3 rounds.
- Protected internal design capacity and retainer value by managing an external Creative Director for technically complex work, creating clearer creative inputs and reducing ambiguity-driven rework.
- Researched, selected, and led migration of the studio's delivery platform — documenting workflows and driving team-wide adoption, improving operational efficiency by 25% — and built the repeatable tools and templates that carried lessons from each engagement into the studio's operating model.

Community Volunteer | NY Cares — New York Sep 2026 – Present

- Support on-site execution, food distribution logistics, and community engagement initiatives for local NYC community partners and nonprofit programs.

SKILLS

Program Delivery: Integrated workplans · Multi-workstream coordination · Milestone & dependency management · Risk identification & escalation · Approval gates & compliance review · Budget oversight · Launch & close-out

Stakeholder & Partner Management: Nonprofit & external partner coordination · Cross-market, cross-time-zone collaboration · Executive communication & decision support · Influence without authority · Discovery facilitation · Vendor management

Tools: Blackbaud Raiser's Edge (donor data integrations) · Asana · Jira · Linear · Airtable · Confluence · SQL/Metabase

EDUCATION & CERTIFICATION

PMP, Project Management Institute (August 2026) · B.S. International Trade & Marketing, FIT, SUNY (2019)