
ANNA PLUMLEE

San Francisco, CA

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About Me **Team leader who enjoys solving problems.** Proactive, detail-oriented, and organized planner. Flexible and patient partner and people manager. Passionate about politics, food and design.

Experience **LinkedIn | San Francisco, CA**

Manager, Design Operations — 2022-present

Lead, Design Operations — 2020-2022

Design Program Manager — 2019-2020

Acting chief of staff to the head of design for the LinkedIn Talent Solutions team (70 designers building products for hiring and learning). Lead a team of program managers who run operations, drive top priority roadmap projects, and manage key programs that improve design collaboration with cross-functional partners and teams from other lines of business, including strategic vision, executive comms and quarterly planning. Drive alignment and growth for the design ops function.

frog design | Brooklyn, NY

Program Manager II — 2017-2018

Program Manager I — 2015-2016

Led 25 design teams to deliver products and services to 17 clients in 11 industries. Responsible for full program lifecycle from sales process through final delivery, including budget (up to \$3.7m). As primary point of contact for clients, managed all comms to build consensus and mitigate risks.

Resourcing Manager — 2016-2018

Held this role in addition to full-time PM role. Chosen in first year at frog to manage all program team staffing for the 70-person NY studio, a role usually given to director-level PMs. Designed and implemented new resourcing process and toolset that was then adopted by all 4 U.S. studios.

Better World by Design | Providence, RI

Committee Chair — 2013-2014

Participant Experience Coordinator — 2011-2013

BWxD is an annual 3-day conference about design and society. As sole chair, led 20-person committee, overseeing all team projects. Managed \$100k annual budget, trimming spending by 25% and personally raising \$17.5k. Wrote 100+ page playbook for future committees.

Volunteer **U.S. Digital Response | Remote**

Sourcing & Outreach — 2021-present

Review USDR applications and source candidates for pro-bono design and research projects.

Delta.NYC Program, Civic Hall Labs | New York, NY

Project Manager — 2018

Led a team of 8 to design and launch a new website for Bailey's Cafe, a community service and arts organization. Conducted user research and created the IA and UX of new site and content.

Education **Brown University | Providence, RI**

B.A. Political Science - American Government (*Pi Sigma Alpha* National Honor Society)

Skills **Process** | Leadership, problem solving, communication, operations, budgeting, public speaking
Tools | Google, Apple, Microsoft suites; Asana, Trello, JIRA, Airtable; Squarespace; French

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