

Operations & Management Tools



Charity Operations & Management Tools

Running a charity involves far more than delivering programmes or supporting the communities you care about. Behind every effective organisation sits a set of operational systems that help teams stay organised, communicate well and manage their work efficiently.

For many charities, particularly smaller organisations or community groups, these systems evolve gradually over time. A spreadsheet here, a shared document there, emails flying back and forth between volunteers and trustees. As organisations grow, this can quickly become difficult to manage.

That is where good operational tools can make a huge difference. Simple digital platforms can help teams organise projects, manage information, track progress and communicate clearly. When used well, they reduce administrative stress and free up time for the work that really matters.

Below are some widely used tools that many charities rely on to keep their operations running smoothly.

Trello

Trello is a simple but powerful project management tool built around visual boards and task cards. It allows teams to organise projects, track tasks and collaborate in a clear and intuitive way.

Many charities use Trello to manage campaigns, plan events, coordinate volunteers or track internal projects. Because everything is organised visually on boards, it becomes easy to see what work is in progress, what has been completed and what still needs attention.

Trello is particularly useful for teams that want a straightforward way to organise work without needing complex software.

Explore Trello
<https://trello.com>

Notion

Notion is a flexible workspace that allows organisations to create shared documents, knowledge libraries, project trackers and internal systems all in one place.

Many teams use Notion to build internal wikis, store policies and procedures, track projects or manage organisational knowledge. Because it combines documents, databases and project management tools, it can become a central hub for information within an organisation.

For charities that want a single place to organise documents, processes and collaborative work, Notion can be an extremely powerful tool.

Explore Notion
<https://www.notion.so>

Airtable

Airtable combines the familiarity of a spreadsheet with the power of a database. It allows organisations to organise information in structured ways while still keeping the interface simple and visual.

Charities often use Airtable to manage contacts, track projects, organise programmes, or manage event information. It is particularly useful when organisations need to organise large amounts of structured information but want something more flexible than a traditional database.

For teams that need a simple but powerful way to manage data, Airtable offers a great balance between structure and usability.

Explore Airtable
<https://airtable.com>

Slack

Slack is a communication platform designed to help teams collaborate more easily. Instead of relying entirely on email, Slack allows organisations to organise conversations into channels based on projects, teams or topics.

This can make it much easier to keep communication organised, especially for charities with distributed teams, volunteers working remotely or projects involving multiple partners.

Slack also integrates with many other tools, allowing teams to bring updates, files and notifications into one shared workspace.

Explore Slack
<https://slack.com>

Bringing Your Operational Systems Together

While tools like Trello, Notion and Airtable can be extremely helpful, many charities find themselves using several different platforms at once. Over time this can create fragmentation, with information spread across multiple systems.

To help organisations simplify this, Fabric has developed **Charity Builder**, a platform designed specifically for charities and social impact organisations. Charity Builder supports governance, organisational development, team management and operational planning in one place.

Rather than starting from scratch or managing multiple disconnected tools, the platform helps organisations build structured systems that support their work and strengthen their long term sustainability.

Explore Charity Builder
www.charitybuilder.co.uk