

**Ukraine SIG InfoSheet**  
**Getting Started as a Town Leader**  
Chuck Weinstein, Towns Director, Ukraine SIG  
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Thank you for considering the position of Ukraine SIG Town Leader. As a Town Leader you will serve as a central coordinator for all activities relating to your town. I am attaching a Ukraine SIG InfoSheet that describes some of the activities you might consider. You can work on as many, or as few, of these as you wish. It is your choice. Ukraine SIG will help you begin and structure your projects. We have a pool of volunteers who will assist you if you wish. We can also help you create a JewishGen fundraising project if you need funds to acquire documents and/or hire translators. What you do, and how quickly you do it, is your choice. There is no time pressure, except of course, that we would like projects to begin and to produce datasets as quickly as possible.

There are a number of projects for you to consider:

1. For those towns for which we have records, either from the LDS or other sources, we will need a project to transcribe those names into a database, using Microsoft Excel. We will provide a template and the records; you will recruit and coordinate the work of your volunteers.
2. If there is a KehilaLinks page with any names on it, we ask that those names be transcribed into a database.
3. A database should be created listing names from that town on American Passenger Lists. We can show you how to index the manifests, using lists on Ancestry or the Ellis Island database, to create a database of emigrants from your town to America.
4. If there is no KehilaLinks page, we ask that you try to create one. If you have no web skills, we have volunteers for that. See the KehilaLinks website on JewishGen for instructions on beginning that process. Whether you start with family pictures or stories, or have a whole history of the Jewish community in your town, you can create a virtual memorial for those who lived in that place.
5. If there is a Yizkor Book, you should arrange, using a template we can provide, to index the necrology, and you may also set up a fundraising project to translate the book. JewishGen will collect the funds, and we can help you hire a translator as funds come in, if you need it.

There are many other projects you can do. Which you choose to do is up to you. Just be assured that Ukraine SIG will help you with whatever you choose.

Best wishes,



Chuck Weinstein  
Towns and Districts Director, Ukraine SIG

[www.jewishgen.org/ukraine](http://www.jewishgen.org/ukraine)

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