



Colorado Cemetery Records Preservation Project County-Based Volunteer Teams

Purpose

County volunteers are the backbone of the Colorado Cemetery Records Preservation Project. They identify, locate and facilitate the preservation of cemetery records in their communities, using published inventories (*Colorado Cemetery Directory, 1986; Cemeteries of Colorado, 2006*) and add their findings to the statewide searchable database.

Responsibilities

- Serve as ambassadors for the project locally and coordinate with the Working Group and CHCA.
- Connect via phone and email with cemetery boards, caretakers, churches, civic organizations, libraries, and local families to locate documents.
- Document findings at cemeteries using standardized forms and processes.
- Commit to ongoing communication with County Team members, the Working Group and CHCA.

Volunteer Skills Required

Experience in:

- Archival practices
- Genealogical research
- Local history documentation
- Community outreach
 - Connect via phone and email

We encourage representation from across the county to reflect Colorado's diverse communities.

Process & Communication

- Work under the guidance of the Colorado Historic Cemetery Association (CHCA).
- Follow processes set by the Outreach & Standards Working Group.
- Report findings and progress regularly to CHCA and the Working Group.
- Share updates and resources with other County Teams as needed.
- Meet virtually, date/time/frequency TBD.

Initial Goals

- Attend mandatory online volunteer training.
- Reach out to county cemeteries using published directories.
- Prepare records and enter data for the searchable statewide database.
- Recommend improvements to outreach and record-keeping processes.

Join us in protecting Colorado's historic cemetery records – your work will help preserve community history for generations to come!

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