**Your invitation to become involved:-**

**Portsmouth Museums - First World War Centenary Project**

**Lest We Forget-**

**Background information**

2014 will mark 100 years since the outbreak of the First World War. Portsmouth Museums and Archive Service are part of the First World War Centenary Partnership, led by the Imperial War Museum. The partnership will present a global programme of cultural events and activities from 2014-2018 to commemorate the centenary.

[**http://www.iwm.org.uk/centenary/partnership**](http://www.iwm.org.uk/centenary/partnership)

Portsmouth Museums Service has been awarded £97,000 by the Heritage Lottery Fund for Lest We Forget - a project which will commemorate the anniversary of the start of the First World War.

Portsmouth City Museum, one of the six museums operated by Portsmouth City Council, has been awarded £97,000 for **Lest We Forget** *-* a project which will commemorate the anniversary of the start of the First World War (FWW).

[**http://www.portsmouth.gov.uk/directory/2552.html**](http://www.portsmouth.gov.uk/directory/2552.html)

The starting point for *Lest We Forget* is the 200 people who contributed to the First World War - on the frontline or at home in Portsmouth - who are represented in the city's museum and archive collections by photographs, medals, casualty plaques or other personal items.

Their stories will be told in an exhibition that will open in July 2014 where the public will be invited to contribute stories from their family or community to the exhibition physically and online. Displays and hands-on events and activities at a number of community venues will encourage people from across the city to become involved.

**Volunteering**

**Volunteer Roles**

Volunteers are invited to be involved throughout the life of the Lest We Forget project. We are seeking people with a variety of skills to offer, you might volunteer for one or more roles. The idea is to build up a group of volunteers that can be requested to get involved at particular times, subject to their availability. Training will be offered for all roles. .

The roles are:-

**Story Gatherers** - For people who would like to listen to others, to hear their stories about their ancestor's part in the First World War, and make these stories available on the Lest We Forget web pages. If you less confident in the web side we can train you or ask other volunteers to take your information and add it to the site.

**Helping Hands -** For people who are happy to work with others mainly in the museum setting, helping with community events, and in particular be keen to support visitors in the exhibition spaces to uncover for themselves the story of their ancestors. If you have some experience of working with ancestry websites, or are keen to learn that would be good but overall we need our volunteers to comfortable helping others.

**Web Wizards -** For people who enjoy sharing their skills with other people, researching ancestrywebsites. Part of this role involves checking entries onto the Lest We Forget webpages before publication. This aspect will take place weekly.

**Media Masters -** For people who enjoyusing a varietyof media equipment, laptops, camcorders, audio recording equipment and cameras for example. You will be involved in helping make a record of community involvement in the Lest We Forget project.

Please indicate on the application form which role or roles you are interested in.

[**http://www.ataleofonecity.portsmouth.gov.uk/**](http://www.ataleofonecity.portsmouth.gov.uk/)

Please complete the application form and return this to the Museums Service.

**lestweforget@portsmouthcc.gov.uk****.**

Thank you

**Tracing your First World War Ancestors**

[**http://www.portsmouth.gov.uk/learning/15605.html**](http://www.portsmouth.gov.uk/learning/15605.html)

This is an opportunity for you personally to contribute to the Lest We Forget "Roll of Honour". If your ancestors were involved in the First World War in any capacity, anywhere, please do take this opportunity to add your ancestors' details to our record.

The Portsmouth History Centre offers the opportunity to use printed resources and to access the archive collections as well as genealogical web sites free of charge on the People's Network.

[**http://www.ataleofonecity.portsmouth.gov.uk/**](http://www.ataleofonecity.portsmouth.gov.uk/)

**Community Projects**

Many community groups across the City are getting involved in the First World War Commemoration programme researching local topics if you would like ideas, advice and want to get involved please contact the Project Coordinator.

**lestweforget@portsmouthcc.gov.uk****.**