

# 5 STEPS TO BECOMING A VOLUNTEER TAX PREPARER

**SIGN UP  
TODAY!**

STEP #1



**TRAIN**

✓ Basic & Advanced Trainings November through January

Training conducted under VITA (Volunteer Income Tax Assistance) a nationally recognized volunteer program

STEP #2

**BECOME  
IRS CERTIFIED**



STEP #3

**CHOOSE  
YOUR  
SCHEDULE**



35+ TAX SITES  
IN PA & NJ

STEP #4

**MAKE  
AN  
IMPACT**



THE AVERAGE  
VOLUNTEER  
GENERATES  
OVER \$70,000  
IN REFUNDS EACH YEAR

STEP #5



**EARN  
REWARDS**

- ✓ Learn Lifelong Transferable Skills
- ✓ Resume Boost
- ✓ Prizes, Awards, Parties
- ✓ IRS Certificate of Completion

**TAX PREP NOT YOUR THING?  
BECOME AN INTAKE OR RESOURCE SPECIALIST!**



**CAMPAIGN  
FOR WORKING FAMILIES, INC.  
FREE TAX PREPARATION**

Learn more & sign up today at  
[CWFphilly.org](http://CWFphilly.org)



HELP WORKING FAMILIES GET AHEAD—PREPARE THEIR TAXES FREE!



# VOLUNTEERS NEEDED

**Ready to make a difference in your community?** We invite you to help individuals and families achieve economic empowerment by providing free tax preparation, resource building and asset development. Find a role that best fits your skills & interests — tax preparer, interviewer, greeter & more! Volunteers must be able to commit to a minimum of 24 hours between late January and April 15. Interns must certify Advanced and be able to commit 10-15 hours per week between January and April 15. Training sessions are offered weeknights and Saturdays, November through January, at convenient locations in Philadelphia, Montgomery County, and Southern NJ.

- ✓ Make a Real Impact
- ✓ Opportunities for Everyone
- ✓ No Experience Required
- ✓ Advance Your Career
- ✓ Learn a Lifelong Skill
- ✓ Boost Your Resume
- ✓ Flexible Times & Locations



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**FREE TAX PREPARATION**

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**INTERNS  
ALSO  
NEEDED!**

**CAN'T VOLUNTEER? DONATE!** Give online at [www.CWFphilly.org](http://www.CWFphilly.org) or via United Way #47004

For more information, contact Jonathan Barnes: (267) 457-2653 or [jbarnes@cwphilly.org](mailto:jbarnes@cwphilly.org)