



TAX TIME VOLUNTEERS WANTED!

Our volunteers make the difference!

By volunteering once a week during the regular tax season, you can help return as much as \$70,000 to low to moderate income Delaware individuals and families most in need of our free services. *Your impact can be huge—sign up for a volunteer info session today to learn more!*

STEPS TO VOLUNTEERING

- 1) CHOOSE YOUR ROLE
- 2) SIGN UP FOR VIRTUAL TRAINING
- 3) PASS CERTIFICATION EXAMS
- 4) SIGN VOLUNTEER AGREEMENT
- 5) SET YOUR SCHEDULE

What role can you play?



TAX PREPARER Provide quality, confidential tax preparation services at IRS certified Advanced or Basic tax preparation levels.



INTAKE SPECIALIST Welcome clients, explain eligibility requirements, verify required IRS forms, review tax documents and introduce financial services.



INTERPRETER Provide free language services to customers not fluent in English.



FINANCIAL NAVIGATOR Introduce clients to financial services and benefits of savings, open bank accounts and purchase savings bonds.



GREETER Welcome clients, explain eligibility guideline requirements, review forms and documents.



OFFICE SUPPORT Provide business support, assist clients with making appointments, work with MS Office 365 software, create or edit documents.



**Nehemiah
GATEWAY** CDC

CE/CLE
Credits!

No experience
needed!

SIGN UP FOR A VOLUNTEER INFO SESSION TODAY!

NehemiahGateway.org/Volunteer