

VITA VOLUNTEERS MAKE A DIFFERENCE



The Volunteer Income Tax Assistance (VITA) program provides **FREE** tax preparation services for low-to-moderate income households.

WHEN

January to April (by appointment only)

WHERE

100% Virtual via Zoom and Drop-off Sites in New Castle, Kent and Sussex Counties

JOIN THE TEAM!

Intake Specialist / Tax Preparers / Financial Navigators / Greeters Needed

TO LEARN MORE OR SIGN UP, VISIT:

www.nehemiahgateway.org
and Select **"VOLUNTEER NOW"**

PARTNER LOCATIONS

Nehemiah Gateway CDC

201 W. 23rd Street
Wilmington, DE. 19802
(302) 655-0803



First State Community Action Agency

308 N. Railroad Ave
Georgetown, DE 19947
(302) 856-7761



Supported by:



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Founded and operated by Nehemiah Gateway Community Development Corporation in partnership with First State CAA and Delaware ACA

If you can answer **YES** to any of these questions,

WE NEED YOU:

- ⇒ **I am comfortable using a computer**
- ⇒ **I enjoy meeting & talking with people**
- ⇒ **I want to make a difference in the lives of others**
- ⇒ **I would like to learn a new skill**

What's in it for YOU?

- ⇒ **Learn or develop a new skill**
- ⇒ **Be part of your community**
- ⇒ **Motivation and sense of achievement**
- ⇒ **New experiences**
- ⇒ **Meeting a diverse range of people**

Flexible Scheduling:

- ⇒ **we offer both day and evening hours; 6 days per week**
- ⇒ **Both virtual and drop-off site opportunities are**

No Experience Needed:

- ⇒ **we give you all the tools and training you need**

Personal Satisfaction:

- ⇒ **you will help families dramatically boost their income and savings**

Great opportunity for new volunteers, students and seniors

VOLUNTEER OPPORTUNITIES

Tax Preparers:

- ◆ **Prepare individual federal and state tax returns**
- ◆ **Provide quality, confidential tax preparation services**
- ◆ **Advanced or Basic Tax Certification is required**
- ◆ **Generally, no personal liability (covered by the Volunteer Protection Act of 1997)**

Intake Specialist:

- ◆ **Welcome clients, explain eligibility requirements, and introduce financial services**
- ◆ **Interview taxpayers and verify documents**
- ◆ **Basic Tax Certification is required**

Interpreters:

- ◆ **Provide free language services to customers not fluent in English**
- ◆ **Basic tax knowledge is helpful, but not required**

Financial Navigators:

- ◆ **Introduce clients to financial services and benefits of savings**
- ◆ **Open bank accounts and savings bonds**
- ◆ **Refer customers to additional services and programs**

Greeters:

- ◆ **Welcome clients**
- ◆ **Explain eligibility guidelines and requirements**

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