

Join Our Team!

Paterson VITA Volunteer Initiative

Are you interested in a rewarding volunteer opportunity?

Do you enjoy helping those in need?

Did you know that volunteers assisted residents with free tax preparation last year? The program offers free tax preparation at over 315 New Jersey Territory locations, from mid January through April each year. The program is targeted to assist families with income under 50,000 dollars and seniors.

Volunteers are needed in the **City of Paterson** to assist with income tax preparation and other administrative duties. The ideal volunteer for tax preparation is computer literate, well organized and enjoys interacting with others, all volunteers receive free training. Training will be provided in tax law, and on the tax software that we use.

If you wish not to prepare tax returns, there are other opportunities available including Translators, Client Facilitators, Technology, Communications, Training, and Site Coordinators. There is something for everyone.

As one volunteer commented "This is one of the most interesting volunteer opportunities I've ever had. I know that I am helping others and really making a difference". This highly rewarding volunteer activity also offers you an opportunity to learn a new skill. After your training and the successful completion of a web based exam, you will be certified by the IRS to electronically prepare and file Federal Income Tax returns. You will also be trained in preparing NJ Income Tax returns.

Join the 1,500+ volunteers in the New Jersey Territory who have assisted over 50,000 residents with free tax assistance in 2011 and helped them obtain \$ 72 million dollars in federal refunds (including over \$ 16 million dollars in EITC and other credits).

Complete the volunteer application and email it to pharrison@stpaulscdcnj.org. A local representative will then contact you with more information on how to get started.



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PATERSON VITA VOLUNTEER APPLICATION 2011

Volunteer information: _____
First Name Last Name

Address: _____

Cell No. _____ Home No. _____

Email address: _____

Have you volunteered at a VITA site before: YES NO

Have you ever prepared taxes before? Self Volunteer Professional

If yes, at what capacity and at what location? _____

List languages that you are fluent in other than English: _____

What is your availability? (CHECK ALL THAT APPLY)

Monday AM PM Thursday AM PM

Tuesday AM PM Friday AM PM

Wednesdays AM PM Saturday AM PM

Mail application to: Paula Harrison-Smallling, 451 Van Houten St., Paterson, NJ 07501

Email: pharrison@stpaulscdenj.org

Fax: Attn: Paula Harrison-Smallling 973-684-0686

