



Call for Volunteers: Volunteer Income Tax Assistance (VITA) Site

Volunteer Opportunity: Just-A-Start Corporation is looking for volunteers to assist with a Volunteer Income Tax Assistance (VITA) site from January-April 2019. Trained preparers will work one-on-one with clients to provide high-quality tax preparation (training provided). Our site will operate onsite at our affordable housing developments in Cambridge, preparing returns for Just-A-Start residents and training program students, as well as other community members.

The Need: The Earned Income Tax Credit is the largest anti-poverty program in existence today, annually lifting millions of families above the poverty line. In Cambridge, the federal EITC returned more than \$7.5 million to low-income families in 2015, while a state credit allows filers to receive an additional refund on their Massachusetts taxes. Yet 20% of eligible filers do not claim the tax credit, and many who file with high-cost professional preparers lose a portion of their refund to fees. Our VITA site will prepare returns free of charge for families who qualify and ensure that all eligible filers receive their credits.

The Position: Volunteer Tax Preparers will work with the site coordinator to prepare and review returns for clients. Tax Preparers must complete training and pass an IRS certification exam before the tax season starts. The training, which can be done online or in person, takes a total of about eight hours. We welcome both experienced tax preparers and those with no experience – but all volunteers will need to be comfortable working with computers (we will train you on our software) and interacting with a diverse array of clients in a professional and discreet manner.

The Site: The Tax Site will be located within the apartment tower at 402 Rindge Avenue, convenient to the Alewife T Station and with on-site parking. The schedule is TBD but will include a mix of weekend, weekday and evening hours. We would only expect *two hours per week* from each volunteer.

Contact: Ian Davis, Financial Opportunity Program Coordinator
iandavis@justastart.org or 617-918-7525

To be on the list for training and more details, please fill out this form:

<https://goo.gl/forms/lxFeLnOqbxIUUwas1>