



Become a VITA Volunteer

Volunteers Are Needed for the Upcoming Tax Season.

No prior tax experience required and FREE training is provided.

The Maricopa County Volunteer Income Tax Assistance (VITA) Network is looking for volunteers to support VITA sites in Maricopa County during the tax season (late January to April 15). Volunteers will assist individuals and families in preparing their tax returns, claiming benefits for which they are eligible, and being connected to financial education and asset building opportunities. Services are provided free of charge.

Sign Up Today! Volunteer Opportunities with VITA include:

TAX PREPARER

Responsible for providing tax return preparation services to eligible taxpayers at a VITA site.

- Prepare basic 1040 tax returns and related schedules for eligible customers
- Interview taxpayer to determine that all income, deductions and allowable credits are claimed
- Answer tax related questions

Qualifications

- Complete and be certified in tax law training, including the use of electronic filing software – certification levels are basic and advanced

INTERPRETER

Provide complimentary interpreter services at VITA sites

Qualifications

- Be fluent in speaking both Spanish and English or American Sign and English
- Be friendly and dependable

SITE GREETER

Responsible for greeting and performing the initial screening of the taxpayers

- Welcome taxpayers to site and sign them in
- Provide taxpayers with intake and survey forms to complete
- Answer non-tax related questions
- Monitor site traffic to ensure all taxpayers checking in receive assistance
- Inform taxpayers about and share flyers for benefits screening, prescription benefits cards, upcoming financial education classes, and other resources for which they may be eligible

Qualifications

- Standards of Conduct test

Want to Participate? Choose a city and contact the VITA Coordinator for more information and a training schedule.

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Maricopa County VITA Network - A partnership between Valley of the Sun United Way, AARP Tax-Aide, City of Phoenix, City of Chandler, Mesa United Way, and Tempe Community Council.