

# Volunteer

Learn valuable skills, then share those skills with your community  
 Volunteer with our **Volunteer Income Tax Assistance (VITA)** program

**Who** Adults committed bringing back the over \$6.2M in unclaimed Earned Income Tax Credits to Frederick County families

**When** January 20 - April 15

**We provide**

- Free tax law training
- E-file software training
- Administrative support
- A great volunteer experience

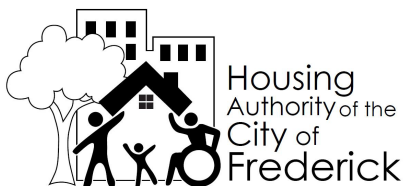
**No experience needed. We will train you!**

**Available Volunteer Positions**

	Advanced Preparers	Tax Preparer	Site Host/Hostess
<b>Duties</b>	Oversee volunteers, supplies and equipment; Check completeness and accuracy of returns	Prepare tax returns with clients	Open and close site, assist patrons, help prepare amenities
<b>Training</b> <i>In-class or online</i>	<ul style="list-style-type: none"> <li>• Tax Law (approx. 20 hours)</li> <li>• Site Training (1 hour)</li> <li>• Online, open-book test</li> </ul>	<ul style="list-style-type: none"> <li>• Tax Law (approx. 20 hours)</li> <li>• Site Training (1 hour)</li> <li>• Online, open-book test</li> </ul>	<ul style="list-style-type: none"> <li>• One-time session (1 hour)</li> </ul>
<b>Commitment</b>	8 hours / week	4 hours / week	4 hours / week
<b>Locations</b>	Throughout Frederick	Throughout Frederick	Throught Frederick

**Tax training begins online November 7 on Link&Learn**

For more information contact Shana Knight at [sknight@uwfrederick.org](mailto:sknight@uwfrederick.org) or 240-578-4008 to sign up or learn more.



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