



# INTERNATIONAL RESCUE COMMITTEE

San Diego

Rescue.org/SanDiego

## Volunteer with the IRC's Income Tax Assistance Program

**No tax prep experience needed—we'll train you!**

The International Rescue Committee is an international nonprofit organization that resettles refugees from all over the world and provides support and opportunities for refugees and immigrants to thrive in communities across the US.

### Program Details:

- The IRC operates a Volunteer Income Tax Assistance (VITA) program to provide FREE tax preparation services to individuals and families with incomes below the national average who would like to get the most out of their tax return. Last tax season, the IRC in San Diego's VITA Volunteers completed more than 2,000 returns and helped our community receive more than \$3.9 million in refunds. The IRC's VITA program would not be able to operate without the hard work and dedication of our amazing volunteers!
- Our VITA program will be conducted in an in person format in 2023!

### Tax Prep Volunteer Responsibilities:

- Complete mandatory training, with support from IRC Staff, before start date in January 2023
- Pass Online certification test
- Prepare accurate tax returns for clients
- Provide customer service support and welcoming environment
- Communicate with Volunteer Coordinator and VITA Supervisor

### Qualifications:

- Ability to interact with clients from diverse cultural backgrounds
- Excellent customer service skills
- Computer skills and access to computer
- Available at least 6 hours per week from mid-January until April 15, 2023
- Second language skills a plus!
- Must be at least 18 years of age and pass a background check

**For more info, contact our Volunteer Coordinator: [Azalea.Buch@rescue.org](mailto:Azalea.Buch@rescue.org)**

**Fill out an application and find out more on our website: [Rescue.org/SDVolunteer](https://Rescue.org/SDVolunteer)**

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