

Tax Center Greeter

volunteer position

Mission: Our mission is to provide Hope, Opportunity and Choice, with work as the means through which people with disabilities and other barriers to employment can more fully participate in the mainstream of life.

Motivation: Our AmeriCorps team assists low income individuals with preparing their taxes to maximize their refund while providing a free alternative to high cost tax preparation services.

Department: AmeriCorps Financial Support Services

Supervisor: Benn Stebleton

Description of Duties: Greet guests as they arrive for AmeriCorps tax preparation services. Provide check-in paperwork. Monitor and provide direction in waiting area. Work just a few hours for one day or set up a regular schedule to help out.

This is not an Americorps position. Our Tax Center Greeters instead work in direct support of the AmeriCorps volunteer team.

All greeter volunteers are welcome to also take advantage of services. Our IRS trained AmeriCorps members will be happy to do your taxes for free (if you make less than \$49,000 a year).

Training Required: 20-30 minute tour of the tax offices and becoming familiar with the routine.

Schedule: Our tax office is open:
Mondays 10am-6pm
Tuesdays 9am-4pm
Wednesdays 9am-4pm
Thursdays 9am-4pm
Fridays 9am-2pm
Saturdays, every other Saturday starting Feb. 11th. 10am-4pm.

Location: Volunteers of America Mission
2877 Lawrence St.,
Denver, CO 80205

Length of commitment: Flexible. Our tax office will be working from February 1 through April 15.

For more information on this and other volunteer positions contact:

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