

CAMP/FAST Program Volunteer Announcement

Background

Central Area Motivation Program (CAMP) is dedicated to helping people help themselves and each other as they move from poverty to self-sufficiency through programs and advocacy. We seek to create a healthy, thriving world free of poverty. Our organization values excellence, compassion, responsiveness, innovation, resiliency, and diversity.

CAMP is partnering with Office of Stakeholder Partnerships, Education and Communication at the IRS to provide free and expedited electronic tax filing through the **Free Assisted Self-Service Tax Preparation (FAST)** Program at CAMP for the 2012 tax season. FAST is a kiosk model where taxpayers prepare their own returns—with a little help from a trained volunteer—by choosing from a list of companies offering free federal and state tax preparation software to file their taxes electronically.

Tasks

- Acquire a basic level IRS tax certification before January 15th (Experienced tax preparers can test out of training; inexperienced tax preparers can complete training and certification remotely or at CAMP in approximately 13 hours)
- Guide clients through the intake process
- Supervise the electronic filing process as CAMP/FAST clients prepare their own returns
- Answer client questions as appropriate and refer to additional resources when necessary

Qualifications

- Willing to undergo a background check
- Willing to acquire a basic level IRS tax certification before January 15th (Experienced tax preparers can test out of training; inexperienced tax preparers can complete training and certification remotely or at CAMP in approximately 13 hours)
- Willing and able to commit to volunteering for a minimum of two separate 4-hour sessions between January 21st and April 17th during CAMP/FAST operating hours
- Familiarity with computers, including but not limited to using internet browsers, printing documents and navigating user-friendly computer software
- Fluency in English required, ability to communicate effectively in another language such as Spanish, Chinese, Vietnamese, Russian, Somali, or Amharic a plus
- Experience with filing tax returns electronically a plus