

LAST YEAR, WE HELPED **1,400 families** CLAIM ALMOST **\$2.7 million** IN TAX REFUNDS!

## Volunteer today!

### Tax Preparer

Prepare federal and state income tax returns (primarily Minnesota) for low to moderate income taxpayers. Learn federal and state tax law with an emphasis on refundable tax credits such as the Earned Income Tax Credit (EITC), the largest anti-poverty program in America. Training and mentoring are provided. Previous tax preparation experience is helpful but not required.

### Tax Site Assistant

Volunteers work as part of a team at a tax preparation clinic assisting the tax site coordinator in greeting clients, screening customers, providing clerical assistance (photocopying paperwork, collating returns), and giving completed tax returns back to clients. Volunteers should be comfortable working with people of diverse backgrounds. Training is provided.

### Orientations: 2017-2018

Orientations for new volunteers will be held on the following weekdays at Community Action Duluth, 2424 West 5th Street, Suite 102, Duluth. Call or email to register. You only need to attend one session.

Nov 8	Wednesday	5:00 PM	CAD Conference Room
Nov 13	Monday	5:00 PM	CAD Conference Room
Nov 15	Wednesday	6:00 PM	Ordean/East HS, ISD 709*
Nov 29	Wednesday	5:00 PM	CAD Conference Room
Nov 30	Thursday	5:00 PM	CAD Conference Room (2 sessions)
Dec 4	Monday	5:00 PM	CAD Conference Room
Dec 6	Wednesday	2:00 PM	The College of St. Scholastica**
Dec 11	Monday	5:00 PM	CAD Conference Room
Dec 14	Thursday	5:00 PM	CAD Conference Room
Jan 2	Tuesday	5:00 PM	CAD Large Classroom

\* Please register through Duluth Community Education

\*\* Open to College of St. Scholastica students and staff

**1 hour** OF YOUR TIME CAN PUT **\$1895** IN A FAMILY'S POCKETS

For more information, contact the Tax Site Program Coordinator at 218.726.1665, ext. 225 or [julia@communityactionduluth.org](mailto:julia@communityactionduluth.org)  
Visit us online at [www.communityactionduluth.org](http://www.communityactionduluth.org)