

Tax Site Interpreter

Volunteer Job Description

DUTIES:

- Provide free interpreter services at Tempe's VITA tax preparation site
- Be friendly, dependable and flexible
- Meet "qualifications" and complete "required training" listed below

QUALIFICATIONS:

- Interpreters need only be able to carry on a conversation with taxpayers. Although Spanish is the primary language requiring interpretation, the ability to interpret other languages is desired.
- Commit to volunteering a minimum of 20 hours during tax season
- Complete the IRS Standards of Conduct test
- Be a United States Citizen or in the United States legally

REQUIRED TRAINING:

Volunteer Orientation (for NEW volunteers only)

Online session for New Volunteers only. Date and time to be distributed via email.