

Recruiting Volunteers through the IRS.gov Volunteer Portal

for VITA/TCE Partners

IRS.gov Volunteer Portal

The **IRS.gov Volunteer Portal** allows a person to sign up to be a VITA/TCE volunteer. The IRS offers all volunteers the opportunity to register for a Volunteer Orientation Webinar. The orientation is optional but provides more information about our programs and volunteer opportunities.

Webinars are recorded and made available for 30 days after the live event.

Once a potential volunteer has registered through the IRS.gov Volunteer Portal, they will receive an email from a Growth Territory Relationship Manager with a list of partners accepting volunteers for the current filing season. Volunteers will make direct contact either by email or telephone with the partner(s) of their choice. Partners are expected to respond to potential volunteers so they can contact another partner on their list if necessary.

Partners may request a list of available volunteers in their area from their Relationship Manager.

Volunteer Follow up

The IRS will send an email to follow up with the volunteers. The email will include questions regarding if they were able to connect with a partner, if they are actively working with a partner, or if they have not received any responses from partners.

Note: Partners will follow their own policies and guidelines to conduct background checks on all volunteers.

Post Filing Season

After the filing season, each volunteer will receive an email that will assess their volunteer experience. This communication is to confirm the potential volunteer was able volunteer at a site and to ask them questions about their experience.