

Important: You MUST save this file to your computer & open it in Adobe Acrobat Reader BEFORE filling it out.

LAY SERVANT ANNUAL REPORT
of the Lay Servant to the Charge Conference
Initial Application or Request for Renewal



Report for year ending _____

Part 1) Data on the Lay Servant

Mrs. Ms. Mr.

First Name _____ Last Name _____

Street Address (must be your address) _____

City _____ State _____ Zip _____

Cell Phone, with area code _____ E-mail _____

District (please check one):

- Central East North North Central Northeast
- Northwest South Southeast Southwest West

Church Name _____

Pastor Name _____

Street Address _____

City _____ State _____ Zip _____

Church phone, with area code _____

Part 2) Status of the Lay Servant

1. Initial Application Renewal Application
2. Check your current Status:
 Certified Lay Servant Certified Lay Speaker Certified Lay Minister
3. What year did you complete your Basic Course? _____
4. What year did you complete your last Advanced/Refresher Course? _____
5. What was the title of your last Advanced/Refresher Course? _____

Part 3) Certified Lay Speaker Information

6. Which of the following required Lay Speaking Course Categories have you completed?

- Leading Worship Leading Prayer Discover Your Spiritual Gifts
- Preaching United Methodist Heritage United Methodist Polity

7. Date of Certified Lay Speaker status _____

8. Date of last review for Certified Lay Speaker status _____

(Upon completion of the required course work, the Lay Speaking candidate will be examined by the district committee on Lay Servant Ministries and recommended to the conference committee on Lay Servant Ministries for certification.)

Part 4) Ministries By The Lay Servant

During the past year I have participated in Caring ministries as follows:

- served as a volunteer in a care-giving institution provided one-on-one caring
- at a hospital, nursing home, or to a shut-in in membership/evangelism visitation
- served in caring/outreach projects (food pantry, prison ministry, etc)
- other caring activities (Please list) _____

During the past year I have participated in Leading ministries as follows:

- served as member of committee, board, commission, council, task force, etc.
- As a volunteer at a community agency at my local church beyond my local church
- in my District Conference Jurisdiction General Church level
- other leading activities (Please list) _____

During the past year I have participated in Communicating ministries as follows:

- brought message in ____ worship services served as worship leader in ____ services
- delivered ____ devotional messages taught ____ classes Shared my faith story
- other speaking activities (Please list) _____

During the past year I have participated in additional opportunities for ministry as follows:

Part 5) Personal and Spiritual Growth by the Lay Servant

In what activities have you engaged and/or what books have you read or used during the past year to help you develop your devotional life; improve your understanding of the Bible; improve your understanding of The United Methodist Church; and to improve your skills in caring, leading, communicating and speaking? _____

Do you feel called to be in service in any area of ministry, either in the church or outside the church, in which you are not currently involved? Yes No If yes, please list those areas below.

What additional training or support do you need or would suggest to further your ministry as a Lay Servant?

Give any recommendations you have for improving the Lay Servant Ministries in your District or Conference.

Part 6) Request of the Lay Servant

Request for recommendation of my pastor and my charge conference to begin/renew as a:

Certified Lay Servant Certified Lay Speaker Certified Lay Minister for the coming year.

Date _____ Lay Servant Signature _____

Part 7) Recommendation of the Pastor

I recommend concurrence with the request of this person to begin/renew as a:

Certified Lay Servant Certified Lay Speaker Certified Lay Minister for the coming year.

Date _____ Pastor Signature _____

Report must be signed by pastor before being turned in.

Part 8) Recommendation of the Charge Conference

The charge conference of _____ (church/charge) recommends the above person begin/renew as a

Certified Lay Servant Certified Lay Speaker Certified Lay Minister for the coming year.

Date _____ Conference Superintendent Signature _____

District Committee for Lay Servant Ministries Use Only

Date Received: _____ Date Reviewed: _____

Approved as Certified Lay Servant by District Committee for LSM Yes No

Recommended for approval as Certified Lay Speaker Certified Lay Minister

by the Conference Committee for LSM Yes No

Comments:

District Director for Lay Servant Ministries Signature _____

Certificate Issued Date _____