



**CERTIFIED LAY SERVANT
ANNUAL REPORT TO THE CHARGE CONFERENCE**

**Initial Application or Request for Renewal
Report for Year Ending _____**

(Part 1) Data on the Lay Servant

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Email: _____

Name of District: _____ Name of Church: _____

Church Address: _____

City/State/Zip: _____

(Part 2) Status of the Lay Servant

Is this an initial application as a Certified Lay Servant? ___ Yes ___ No, this is a renewal

1. What year did you complete your Basic Course? _____

2. What year did you complete your Advanced Course? _____

3. What was the title of your Advanced Course? _____

(Part 3) Request of the Lay Servant

I request recommendation of my pastor and my charge conference to begin/renew as a Certified Lay Servant for the ensuing year.

Date: _____ Lay Servant signature: _____

(Part 4) Recommendation of the Pastor

I recommend concurrence with the request of this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: _____ Pastor signature: _____

(Part 5) Recommendation of the Charge Conference

The charge conference of _____ recommends the above person begin/renew as a Certified Lay Servant for the ensuing year.

Date: _____ LSM District Director signature: _____

To be completed by those requesting **renewal** as a Certified Lay Servant

Part 6) Ministries of the Lay Servant

During the past year, I have participated in ***caring ministries*** as follows:
(volunteer at care giving institution, visitation, caring /outreach projects, etc.)

During the past year, I have participated in ***leading ministries*** as follows:
(served as member of church [local, district, conference, jurisdiction, general church level] or community committee, board, commission, council, task force, etc.)

During the past year, I have participated in ***communicating ministries*** as follows:
(speaking activities such as as worship leader, devotional messages, class teacher, etc.)

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

(Part 7) 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?

(Part 8) Feedback by the Lay Servant

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:

What additional training or support do you need or would suggest to further your ministry:

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

Note: District Directors are encouraged to respond to any comments within this section.

NOTICE: After this form is completed and signed by those listed above, the Recording Secretary of the Church Council or Charge Conference is requested to reproduce THREE copies: (1) Lay Servant, (2) District Director of Lay Servant Ministries, (3) District Superintendent. The Recording Secretary of the Church Council or Charge Conference keeps the ORIGINAL.

(Revised Sept. 2018)