



**Certified Lay Speaker
ANNUAL REPORT TO THE CHARGE CONFERENCE**

**Initial Application or Request for Renewal
Report for year ending _____**

**(Part 1) Lay Speaker
information:**

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____ Email: _____

Name of District: _____ Name of Church: _____

Church Address: _____

City/State/Zip: _____

(Part 2) Status of the Lay Speaker

For **initial application** as a Lay Speaker: ()

1. Are you currently a Certified Lay Servant? Yes ____ No ____
2. What year did you complete your Basic Course? _____
3. What year did you complete your Advanced Course for certification as a Lay Servant? _____
4. What was the title of your Advanced Course? _____
5. Which of the following required Lay Speaking courses have been completed?
 Leading Worship Leading Prayer Discovering Spiritual Gifts
 Preaching United Methodist Heritage United Methodist Polity

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

OR

1. What year did you first become certified as a Lay Speaker? _____
2. Date of last review of Lay Speaker: _____ Were you approved? Yes ____ No ____
3. What year did you complete your last Advanced Course? _____
4. What was the title of your Advanced Course? _____

(Part 3) Request of the Lay Speaker

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

Date: _____

Lay Speaker Signature: _____

(Part 4) Recommendation of the Pastor

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

Date: _____ Pastor Signature: _____

(Part 5) Recommendation of the Charge Conference

The church council of _____ (church/charge) recommends the above person begin/renew as a Certified Lay Speaker for the ensuing year.

Date: _____ LSM District Director Signature: _____

To be completed by those requesting renewal of a Certified Lay Speaker

(Part 6) Ministries of the Lay Speaker

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 Speaker

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 Speaker

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 Speaker, (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)