



CERTIFIED LAY SERVANT

ANNUAL REPORT TO THE CHARGE CONFERENCE GREAT PLAINS CONFERENCE OF THE UNITED METHODIST CHURCH

Report for year 20

(from either January through December or last to current charge conference)

DEADLINE – December 31 – in the District Office

To be used for Initial Application or Renewal

Note: You must submit an Annual Report each year to the District Office.

Directions for completing report:

1. Please complete all parts. PRINT OR TYPE.
2. Seek approval by conferring with your pastor and with charge conference or church council and by obtaining their signatures.
3. Make two copies, and distribute to yourself and to your charge conference/church council secretary.
4. Give or mail the signed original to the district office or District LSM Director by December 31. Each report is then reviewed by the District Lay Servant Ministries Committee.

Questions? Contact your District LSM Director.

Part 1. DATA ON THE LAY SERVANT

Name: Ms. Mrs. Mr. _____

Address: _____ City/State/Zip: _____

Phone: (H) _____ (Cell) _____ E-Mail: _____

Church: _____ District: _____

Church Address: _____ City/State/Zip: _____

Church Phone: _____ Pastor: _____

Part 2. STATUS OF THE LAY SERVANT

___ Beginning (initial application) as Certified Lay Servant

- What year did you complete a Basic Course? _____
- What year did you complete an Advanced Course? _____
- What was the title of your Advanced Course? _____

___ Renewing as Certified Lay Servant

- What year did you complete your most recent Advanced Course? _____
- What was the title? _____

Are you a member of a United Methodist Church? ___ Yes ___ No

Are you called and willing to provide pulpit supply? ___ Yes ___ No

Part 3. LAY SERVANT ROLE

List your activities in the past year that demonstrate your role as Lay Servant, including personal spiritual development, service to the church, and mission opportunities in the community. If you need more space, expand this section or attach another page.

Part 4. PUBLICATION OF INFORMATION

Details about Lay Servants, Lay Speakers and Certified Lay Ministers are published in the annual conference journal. It is assumed, unless you choose to opt out of allowing this practice, that your name and contact information will be published. Please check the box below that corresponds with your wishes. If no selection is made, the assumption will be that you grant permission for your information to be published in the print and digital versions of the conference journal.

- Publish my name and contact information.
- Publish only my name and NOT my contact information
- Do not publish my name and contact information.

Part 5. REQUEST OF THE LAY SERVANT

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

Signature: _____ Date: _____

Part 6. 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. Please add comments or concerns:

Signature: _____ Date: _____

Part 7. RECOMMENDATION OF THE CHARGE CONFERENCE OR CHURCH COUNCIL

The charge conference or church council of _____ (charge/church) recommends that the above person begin/renew as a Certified Lay Servant for the ensuing year. Add comments or concerns:

DS or Chair Signature: _____ Date: _____

Part 8. APPROVAL OF THE DISTRICT LAY SERVANT COMMITTEE

Has the applicant completed a Basic Course? Yes No

Has the applicant completed at least one Advanced Course within the past 3 years? Yes No

Does the applicant perform the role of Certified Lay Servant to a satisfactory standard? Yes No

The Lay Servant Ministries Committee of _____ District

approves does not approve because:

Dist LSM Dir Signature: _____ Date: _____

DS Signature: _____ Date: _____