



# CERTIFIED LAY SPEAKER

## 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

### Directions for completing report:

1. Please complete all parts. PRINT OR TYPE.
2. Check with your District Lay Servant Ministries (LSM) Director for any further requirements.
3. Obtain recommendation and signatures (on this form) from your pastor and from church council or charge conference.
4. Make two copies and distribute to yourself and the church council or charge conference secretary.
5. For initial application and for renewal in every three years, request an interview with the District Committee of Lay Servant Ministries by contacting the District LSM Director.
6. Give or mail the signed original to the District Office or the District Lay Servant Ministries Director by December 31. Each report is then reviewed by the district and conference committees.

**Questions? Contact your district LSM director.**

### Part 1. DATA ON THE LAY SPEAKER

Name: ( ) Ms. ( ) Mrs. ( ) Mr. \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: (H) \_\_\_\_\_ (Cell) \_\_\_\_\_ E-Mail: \_\_\_\_\_

Church: \_\_\_\_\_ District: \_\_\_\_\_

Church Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Church Telephone: \_\_\_\_\_ Pastor: \_\_\_\_\_

### Part 2. STATUS OF THE LAY SPEAKER

\_\_\_\_\_ Beginning (initial application) as Certified Lay Speaker: Indicate what year and location or instructor for each of the required Lay Speaker Courses.

Basic: \_\_\_\_\_

Prayer: \_\_\_\_\_

Preaching: \_\_\_\_\_

Spiritual Gifts: \_\_\_\_\_

Heritage: \_\_\_\_\_

Polity: \_\_\_\_\_

Worship: \_\_\_\_\_

\_\_\_\_\_ Renewing as Certified Lay Speaker

- What year were you first approved as a Lay Speaker? \_\_\_\_\_
- What was the date of the last interview of your Lay Speaker status by the district committee (required every three years)? \_\_\_\_\_  
Were you approved? ( ) yes ( ) no
- What year did you complete your last Advanced Course? \_\_\_\_\_  
Title and location of course: \_\_\_\_\_

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/Lay Speaker, 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.

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**Part 4. REQUEST OF THE LAY SPEAKER**

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

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part 5. RECOMMENDATION OF THE PASTOR**

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

Comments/Concerns: \_\_\_\_\_

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part 6. RECOMMENDATION OF THE CHARGE CONFERENCE/CHURCH COUNCIL**

The \_\_\_\_\_ charge conference/church council recommends that the above person begin/renew as a Certified Lay Speaker.

Comments/Concerns: \_\_\_\_\_

Chair (or DS) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Part 7. APPROVAL OF THE DISTRICT LAY SERVANT COMMITTEE**

Has the beginning applicant completed all seven of the required courses and other requirements? Yes / No

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

Does the applicant perform the role of the Lay Servant/Speaker to a satisfactory level? Yes / No

The Lay Servant Ministries Committee of \_\_\_\_\_ District

\_\_\_\_ approves      \_\_\_\_ does not approve because:

\_\_\_\_\_  
\_\_\_\_\_

District LSM Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

DS Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*District Office: Please forward a copy of this completed form to the LSM conference director.*

**Part 8. APPROVAL OF THE CONFERENCE LAY SERVANT COMMITTEE**

Has the beginning applicant completed all seven of the required courses and other requirements? Yes / No

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

Does the applicant perform the role of a Lay Servant/Speaker to a satisfactory level? Yes / No

The Lay Servant Ministries Committee of the Great Plains Conference:

\_\_\_\_ approves      \_\_\_\_ does not approve because:

\_\_\_\_\_  
\_\_\_\_\_

Conference LSM Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: You must submit an Annual Report each year to the District Office or District Lay Servant Ministries Director.**

**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/or contact information.

