

To become a **Local Church Lay Servant**, you must complete the following requirements:

1. Be a professing and active member of a local church/charge.
2. Make application in writing to appropriate committee and obtain recommendation from pastor and church council or charge conference.
3. Complete the BASIC Course for Lay Servant Ministries.
4. Submit an annual report and reapplication with recommendations.
5. Complete an approved refresher course once every three years.

To become a **Certified Lay Servant**, you must complete the following requirements:

1. Be a professing and active member of a local church/charge.
2. Make application in writing to appropriate committee and obtain recommendation from pastor and church council or charge conference.
3. Complete the BASIC Course and one advanced course for Lay Servant Ministries.
4. Have your qualifications reviewed by the district committee on Lay Servant Ministries and the annual charge conference.
5. Submit an annual report to the charge conference and the committee on Lay Servant Ministries.
6. Request in writing the renewal of certification.
7. Complete an advanced course for Lay Servant Ministries at least once every three years for recertification.

To become a **Certified Lay Speaker**, you must complete the following requirements:

1. Be a professing and active member of a local church/charge.
2. Make application in writing to appropriate committee and obtain recommendation from pastor and church council or charge conference.
3. Complete the BASIC Course for Lay Servant Ministries.
4. Complete a course of study to include: Discovering Spiritual Gifts, Leading Worship, Leading Prayer, Preaching, United Methodist Heritage and Polity, and/or other courses as may be determined by the annual conference committee on Lay Servant Ministries or equivalent structure.
6. Interview with the District Committee on Lay Servant Ministries or equivalent structure at time of application and every three years thereafter, and be recommended to the conference committee on Lay Servant Ministries or equivalent structure for certification/recertification.



Lay Servant Academy



Friday, September 22, 2017

&

Saturday, September 23, 2017

Simpson UMC,

800 7th St, Moundsville, WV

Saturday, September 30, 2017

&

Saturday, October 21, 2017

Simpson UMC,

800 7th St, Moundsville, WV

Sponsored by:

Northern District Lay Ministry Team:
Carol Miller, Rev. Dennis Mehaffie,
Co-Directors of Lay Servant Ministries

COURSE DESCRIPTIONS

* BASIC COURSE: *Lay Servant Ministries*

This required orientation focuses on the three primary aspects of lay servant ministry: caring, leading, and communicating.

Mrs. Mary Tennant, Certified Lay Speaker, will lead this course on Friday Sept 22, 6 – 9:30 pm, and Saturday Sept 23. 8:30 am – 4:30 pm.

NOTE: Anyone working to complete curriculum for lay certifications must have completed this Basic Course since 2012.

* ADVANCED COURSE:

Living Our United Methodist Beliefs! (UM Heritage)

This course explores the special gifts of theology, witness, and organization that The United Methodist Church brings to the church universal, and how we got where we are today, and how our distinctive emphases are still needed in the 21st century.

Mrs. Carol Miller, Certified Lay Speaker, will lead this course on September 30 and October 21, 2017.

* ADVANCED COURSE: *Leading Worship*

This course will help the participant grow in confidence and skill in designing and leading public worship. Rev. Phil Dukes (elder-retired), will lead this course on September 30th and October 21st. Assignments will include worship design, serving as liturgist and use of music and visuals in worship.

* ADVANCED COURSE: *You Can Preach!*

This course is designed for those who have not completed formal preaching training, for pastors seeking a basic refresher course, and for those who are called upon to preach in a pastor's absence. Rev. Dennis Mehaffie, pastor of Simpson UMC, will lead this course at Simpson UMC, on Saturdays, September 30 and October 21, 2017.

* Any of these courses will meet the requirement for becoming a certified lay servant or for recertification as a lay servant. They are also part of the required curriculum towards becoming a certified lay speaker.

REGISTRATION FEES

(including shipping & handling)

BASIC COURSE- "*Lay Servant Ministries*" -
\$ 15.00 (Sept. 22 & 23)

ADVANCED COURSE – "*Living Our UM Beliefs*"
\$ 22.00 (Sept 30 & Oct 21)

ADVANCED COURSE - "*Leading Worship*"
\$ 17.00 (Sept 30 & Oct 21)

ADVANCED COURSE - "*You Can Preach!*"
\$ 27.00 (Sept 30 & Oct 21)

Please note: Only those who have completed the Basic Course may take the Advanced classes. If you have not completed the Basic Course, or it has been longer than 3 years since you have completed a course, you must take the Basic Course again.

✠ You will need to complete an assignment prior to the first day of class for the course. You will receive your book and assignment by mail once your registration is received. Please complete the registration form along with your check, make your checks out to the Northern District, and mail to Peggy Klages, Northern District Office of the UMC, 1060 Chapline St. Room 111, Wheeling, WV 26003.

If you have questions you may e-mail at cpmiller3822@comcast.net or call 304-843-1181 or 304-639-4088 cell.

LUNCH – The “Feeding Body & Soul Community Soup Kitchen” at Simpson will be serving lunch and have agreed to include us in their numbers. You should come prepared with a “free will” or “love offering” for the lunch provided.

COURSE CREDIT

In order to fulfill the requirements of each course, you must complete all 10 hours of class. That means both Friday and Saturday session for the Basic Class or both Saturdays for the Advanced Classes. This includes the submitting of all assignments and reading.

PROGRAM SCHEDULE

BASIC COURSE

Friday, September 22, 2017 (Basic Class-I)

6:00 p.m. – Registration & Opening Devotions
6:30 p.m. 9:30 pm– Class

Saturday, September 23, 2017 (Basic Class-II)

8:30 a.m. – Opening Devotions & Class
12:00 noon – LUNCH
1:00 - 4:30 p.m. – Class & Evaluation

This experimental schedule format of using a Friday evening and Saturday is provided by request of several who do not wish to take up two weekends to complete a course. We are required to provide ten hours of instruction for each course, so this is a difficult task for teacher and students. This format is experimental and does not work for all course requirements that involve assignments to be completed between sessions. We ask that everyone taking these adjoining class sessions complete all work assignments for both sessions prior to the start of the first class session. The future offering of this format will be determined by this class' successful completion and evaluation.

ADVANCED CLASSES

Saturday, September 30, 2017

8:30 a.m. – Registration & Opening Worship
9:30 a.m. – Class
12:00 noon- LUNCH
1:00 - 3:30 pm - Class

Saturday, October 21, 2017

8:30 a.m. – Opening Worship
9:00 a.m. – Class
12:00 noon – LUNCH
1:00 - 3:15 p.m. – Class
3:15 – 4:15 p.m. – Evaluation & Closing Worship

REGISTRATION

Forms for registration are included in this mailing distribution. Additional copies of these forms are available on the Facebook group and through email upon request. **cpmiller3822@comcast.net or call 304-843-1181 or 304-639-4088 cell.**