



LAY SERVANT ANNUAL REPORT
REPORT OF THE LAY SERVANT TO THE CHARGE CONFERENCE
Initial Application or Request for Renewal

Report for year ending _____

Part 1) DATA ON THE LAY SERVANT

Name (Mrs. ___ Ms. ___ Mr. ___) _____
 Address _____
 City/State/Zip _____
 Telephone (H) _____ (CP) _____
 E-mail _____
 Name of District _____
 Name of Church _____
 Church Address _____
 City/State/Zip _____
 Church Telephone _____

(Part 2) STATUS OF THE LAY SERVANT

Initial Application: (complete parts 3, 4 & 5)

To begin as a Local Church Lay Servant

For renewal as a Local Church Lay Servant Certified Lay Servant Lay Speaker

1. What year did you complete your Basic Course? _____
2. What year did you complete your last Advanced Course? _____
3. What was the title of your last Advanced Course? _____
4. Which of the following required Lay Speaking/Learning & Leading Courses have you completed?
 Leading Worship ___ Leading Prayer ___ Discover Your Spiritual Gifts ___
 Preaching ___ United Methodist Heritage ___ United Methodist Polity ___
5. Date of last review for Lay Speaker status _____ Approved: Yes No
 (Upon completion of the required course work, the Lay Speaking candidate will be examined by the district committee on Lay Servant Ministries and recommended to the conference committee on Lay Servant Ministries for certification).

(Part 3) REQUEST OF THE LAY SERVANT

Request for recommendation of my pastor and my charge conference to begin as a
 Local Church Lay Servant ___ Certified Lay Servant ___ Lay Speaker ___ for the ensuing year.

Date _____ Lay Servant

(Part 4) RECOMMENDATION OF THE PASTOR

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

Date _____ Pastor

(Part 5) RECOMMENDATION OF THE CHARGE CONFERENCE

The charge conference of _____ (church/charge) recommends the above person begin or
 renew as a Local Church Lay Servant ___ Certified Lay Servant ___ Lay Speaker ___ for the ensuing year.

Date _____ District Superintendent

(Part 6)

MINISTRIES BY THE LAY SERVANT

During the past year I have participated in Caring ministries as follows:

- served as a volunteer in a care-giving institution
 - provided one-on-one caring
 - at a hospital, nursing home, or to a shut-in
 - in membership/evangelism visitation
 - served in caring/outreach projects (food pantry, prison ministry, etc)
 - other caring activities(Please list)
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During the past year I have participated in Leading ministries as follows:

- served as member of committee, board, commission, council, task force, etc.
 - as a volunteer at a community agency
 - at my local church
 - beyond my local church
 - in my District
 - Conference
 - Jurisdiction
 - General Church level
 - other leading activities(Please list)
-
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During the past year I have participated in Communicating ministries as follows:

- brought message in _____ worship services
 - served as worship leader in _____ services
 - delivered _____ devotional messages
 - taught _____ classes
 - Shared my faith story _____ other speaking activities(Please list)
-
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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 below.

What additional training or support do you need or would suggest to further your ministry as a Lay Servant?

Give any recommendations you have for improving the 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 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 Charge Conference keeps the ORIGINAL.