

Annual Report – Certified Lay Servant

Initial Application or Request for Renewal
Report for year ending _____



Part 1) Data on the Lay Servant

Name: _____
Address: _____
City/State/Zip: _____
Telephone: (H) _____ (Cell) _____
Email: _____
Name of District: _____
Name of Church: _____
Church address: _____
City/State/Zip: _____
Church Telephone: _____

Part 2) Status of the Lay Servant

For initial application as a Certified Lay Servant

1. What year did you complete your Basic Course? _____
2. What year did you complete your Advance Course? _____
3. Title of your Advance Course? _____

For renewal as a Certified Lay Servant

1. What year did you complete your last Advance Course? _____
2. What was the title of your last Advance Course? _____

Part 3) **REQUEST OF THE LAY SERVANT**

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

Date: _____ Pastor: _____

Part 5) **RECOMMENDATION OF THE CHARGE CONFERENCE**

The charge conference of _____ (church/charge) recommends this person to begin/renew as a Certified Lay Servant for the ensuing year.

Date: _____

District Superintendent or Presiding Elder

(To be completed by those requesting renewal as a Certified Lay Servant)

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) _____

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
- on my ___ District ___ Conference ___ Jurisdiction ___ General Church level
- other leading activities (please list) _____

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

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

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?

Give any recommendations you have for improving Lay Servant Ministries in your District or Conference.
