



The East Ohio Conference of The United Methodist Church

Certified Lay MINISTER

ANNUAL REPORT TO THE CHARGE CONFERENCE

Initial Application or Request for Renewal

Report for charge conference year ending _____

SECTION I: DATA ON THE CERTIFIED LAY MINISTER

Name Mrs. Ms. Mr. _____

Address _____ City/State/Zip _____

Telephone _____ E-mail _____

Name of District _____

Name of Church _____

Church Address _____ City/State/Zip _____

Church Telephone _____

SECTION II: STATUS OF THE CERTIFIED LAY MINISTER

For initial application as a Certified Lay Minister

1. Are you currently a Certified Lay Servant? Yes No **If No, stop here and use the Cert. Lay SERVANT form.**
2. What year did you complete your Basic Course? _____
3. What year did you complete your Advanced Course for certification as a lay servant? _____
4. What was the title of your Advanced Course? _____
5. Which of the following required Lay Ministry courses have been completed?

<input type="checkbox"/> Module 1: Call and Covenant for Ministry	<input type="checkbox"/> Module 2: The Practice of Ministry
<input type="checkbox"/> Module 3: Organization for Ministry	<input type="checkbox"/> Module 4: Connection for Ministry

(Upon completion of the required course work and after completion of appropriate screening and assessment, the CLM candidate requests a letter of recommendation from his/her District Superintendent. The CLM candidate then applies in writing and appears before, the district committee on ordained ministry for interview and recommendation for certification.)

For recertification as a Certified Lay Minister

1. What year did you first become a Certified Lay Minister? _____
2. Date of last review of CLM status by the EOCUMC Lay Servant Committee: _____ Approved: Yes No
3. What year did you complete your last approved continuing education event? _____
4. What was the title of your last approved continuing education event? _____

(Upon completion of the required course work and after completion of appropriate screening and assessment, the CLM candidate requests a letter of recommendation from his/her District Superintendent. The CLM candidate then applies in writing and appears before, the district committee on ordained ministry for interview and recommendation for certification.)

SECTION III: REQUEST OF THE CERTIFIED LAY MINISTER

I request a recommendation from my pastor and church council or charge conference to become or continue as a Certified Lay Minister.

For those not currently under assignment:

I request a ministry review by my church council/charge conference where my membership is held *(every two years)*.

For those currently under assignment:

I request a ministry review by the church council/charge conference where I am assigned *(every two years)*.

Date _____ Certified Lay Minister _____

SECTION IV: RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of this person to become or continue as a Certified Lay Minister.

Date _____ Pastor _____

SECTION V: RECOMMENDATION OF THE CHURCH COUNCIL/CHARGE CONFERENCE

The church council/charge conference of _____ (church/charge) recommends the above person become or continue as a Certified Lay Minister.

Date _____ Church Council Chair _____

SECTION VI: MINISTRIES OF THE CERTIFIED LAY MINISTER

Please attach a copy of your next year’s Mutual Ministry Covenant with all signatures, along with a summary of your current Ministry Review

**Note in the “additional writing space” the ways this ministry has produced fruit.

**Note as well ways the covenant has been modified based on your shared learning with the mutual ministry team.

SECTION VII: PERSONAL AND SPIRITUAL GROWTH BY THE CERTIFIED LAY MINISTER

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?

SECTION VIII: FEEDBACK BY THE CERTIFIED LAY MINISTER

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.)

Additional Writing Space (Please be sure to indicate which question you are answering.)