

NY Conference Lay Servant Ministries Annual Report 2012

The Lay Servant should complete this request form in accordance with the requirements set forth in The United Methodist Church *Book of Discipline*

To be presented to the District Superintendent (or designated substitute) at the Church’s Annual Charge Conference. *If not presented at the Conference, please have your pastor and the Chairperson of the Church Council sign the form and mail it to your District Office attn.: Lay Servant Ministries.* Only those who submit their Annual Reports will be recognized.

Please print clearly

Highlight any information that may have changed since your last report.

Your Name: _____

Church where you are a member: _____

Home Address: _____

Home Phone/Cell phone: _____

E-mail address: _____

Recommendation to the District Lay Servant Committee:

Lay Servant’s REQUEST FOR RENEWAL:

I am requesting recommendation by this Church Charge Conference of my church.

For renewal as a: Local Church Lay Servant _____

Certified Lay Servant _____

I am up to date with my course requirements – (see page 3) _____

Your Signature _____ Date _____

PASTOR’S REVIEW AND RECOMMENDATION:

I, Rev./Pastor _____ have reviewed and discussed this report with this person and therefore recommend certification for the next year.

Pastor’s Signature _____ Date _____

CHURCH RECOMMENDATION:

If approved at Charge Conference:

_____ Date _____

Signature of District Superintendent, otherwise the Chairperson of Church Council

(If approved after the Charge Conference, sign and mail to your District Office)

RENEWAL ACTION BY The District Committee on Lay Servant Ministries:

Upon review, this request should be renewed as a:

__local church Lay Servant or__certified Lay Servant.

Signature _____ Date _____

Director, District Committee on Lay Servant Ministry

For all whether local or certified:

YOUR PERSONAL MINISTRY AND SPIRITUAL GROWTH IN THE LOCAL CHURCH:

a) Have you have helped toward transforming lives during the past year? If so, how?

b) Use the following section to describe your ministry and/or mission participation in:

c) **Caring:** one-on-one or small group situations where you were able to lead in administering a caring ministry of grace...prayer, hospital/prison or other visitation ministry, food pantry, or community events, **Communicating:** occasions where you offered witness of your faith to others, explained Methodist Heritage and belief, gave a personal testimony, and or/ interpreted Scripture, and or/**Leading:** small groups, committees, council, boards, projects, training sessions, talks, Sunday School or other classes, that you participated – or discussions that you led. (may use back of form also)

Check here if you attended the 2012 NY Annual Conference at Hofstra University:

As a Lay Member _____

As a Guest _____

YOUR SPIRITUAL LIFE: (Since your last Charge Conference)

c) What were some of the most influential resources that helped you develop in you ministry, mission, spiritual life, understanding of the Bible or UMC during the past year? (include key activities, courses, books, events, pastors, mentors, web sites, radio stations, CDs, etc.

d) Spiritual Growth Plan: (It is helpful to discuss this with your pastor or spiritual advisor.) Some of the key ministry or mission(s) and additional opportunities that I see myself involved in next year include (Attach additional page if needed)

e) Briefly describe any other ministry work that you have done outside of your local church (Includes mission, evangelism, community involvement, work place, anywhere that you touched the lives of others.)

f) What advanced training course subjects or support would help you? (Please indicate at least one thing that you would like to get out of the session):

g) Has the Lay Speaking course and/or advanced courses helped you in ministry, mission, or spiritual path? If yes, how?

FEEDBACK FROM THE LAY SERVANT:

h) Do you think that you had adequate opportunity to serve?

_____ Not Enough _____ Enough/OK _____ I could be used more

Please explain how you'd like to be used more: _____

FOR LOCAL CHURCH LAY SERVANT ONLY:

To be qualified as a Local Church Lay Servant you are required to complete the Lay Servant Basic Course and at least one approved five-hour course of instruction every three years. Indicate below which classes you have taken to fulfill this requirement.

Date(s) attended: _____

Where? _____

Name of Course(s) or subject? _____

FOR CERTIFIED LAY SERVANT ONLY:

To be qualified as a Certified Lay Servant, you are required to take at least one approved Advanced class every three years. Indicate below which classes and the appropriate credit you have taken to fulfill this requirement. 15 credits are required every 3 years.

In what year did you last attend an approved Advanced Class? _____

Where? _____

What was the name of the course(s) or subject? _____

Official, published Advanced Lay Servant courses are recommended for obtaining credit; however list any PRE-APPROVED activity by the District Lay Servant Committee (attach copy of the authorizing email, or state person's name who authorized approval)

CERTIFIED LAY SERVANT MINISTRY BEYOND THE LOCAL CHURCH:

Times you've preached in other churches this year: _____

Where? _____

I am prepared and willing to travel to other congregations as a Certified Lay Servant _____