



# LAY SPEAKER'S ANNUAL REPORT

CONFERENCE/THE UNITED METHODIST CHURCH  
REPORT OF THE LAY SPEAKER TO THE CHARGE CONFERENCE

## Initial Application or Request for Renewal

This report covers the 12-month period from \_\_\_\_\_ to \_\_\_\_\_ .  
(either January-December or from last to current charge conference)

(PLEASE PRINT OR TYPE)

### PART 1. DATA ON THE LAY SPEAKER

Name \_\_\_\_\_  Mr.  Mrs.  Ms.

What name do you go by (i.e. Sue, Bob, Jim)? \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ Work Telephone \_\_\_\_\_

Name of District \_\_\_\_\_

Name of Church \_\_\_\_\_ United Methodist Church

Church Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Church Telephone \_\_\_\_\_

### PART 2. STATUS OF THE LAY SPEAKER

I am applying to BEGIN as a:

certified lay speaker  local church lay speaker

I  have  have NOT completed the basic training course for lay speakers.

I  have  have NOT completed an advanced course for lay speakers.

*(Renewal applicants must also complete other side of this form.)*

I am applying for RENEWAL as a:

certified lay speaker  local church lay speaker

What year did you complete the LAST advanced course you took? \_\_\_\_\_

What was the TITLE of the LAST advanced course you took?  
\_\_\_\_\_

### PART 3. REQUEST OF THE LAY SPEAKER

I hereby request recommendation of my pastor and my charge conference to begin or renew as a  certified lay speaker  local church lay speaker for the ensuing year.

\_\_\_\_\_  
(Date)

(signed) \_\_\_\_\_  
(Lay Speaker)

### PART 4. RECOMMENDATION OF THE PASTOR

I recommend concurrence with the request of this lay speaker to begin or renew as a  certified lay speaker  local church lay speaker for the ensuing year.

\_\_\_\_\_  
(Date)

(signed) \_\_\_\_\_  
(Pastor)

### PART 5. CHARGE CONFERENCE RECOMMENDATION

The charge conference of the \_\_\_\_\_ (church or charge) recommends that the above lay speaker begin or renew as a  certified lay speaker  local church lay speaker for the ensuing year.

\_\_\_\_\_  
(Date)

(signed) \_\_\_\_\_  
(District Superintendent)

### PART 6. ACTION BY THE DISTRICT COMMITTEE ON LAY SPEAKING MINISTRIES

This application to begin or be renewed as a  certified lay speaker  local church lay speaker within the

\_\_\_\_\_ District of the \_\_\_\_\_ Conference is  approved  disapproved for the ensuing year.

\_\_\_\_\_  
(Date)

(signed) \_\_\_\_\_  
(Chair, District Committee on Lay Speaking Ministries)

# **LAY SPEAKER'S ANNUAL REPORT (Continued)**

## **PART 7. MINISTRIES BY THE LAY SPEAKER**

During the past year I have participated in these ministry opportunities:

- served as MEMBER of committee, board commission, council, task force
  - at my local church (what) \_\_\_\_\_
  - beyond my local church:
    - in my district (what) \_\_\_\_\_
    - in my conference (what) \_\_\_\_\_
    - in my jurisdiction (what) \_\_\_\_\_
    - at the general church level (what) \_\_\_\_\_
- served as CHAIR of committee, boards, task force (what) \_\_\_\_\_
- served as a volunteer at a community agency (what) \_\_\_\_\_
- served as a volunteer in a caregiving institution (what) \_\_\_\_\_
- provided one-on-one caring:
  - at a hospital, at a nursing home, or to a shut-in
  - in membership/evangelism visitation
  - other: \_\_\_\_\_
- provided leadership in caring/outreach projects (such as a food pantry, prison ministry, Society of St. Stephen) (what) \_\_\_\_\_
- taught classes (what, how many) \_\_\_\_\_
- served as a worship leader in services (how many) \_\_\_\_\_
- delivered devotional messages (where, how many) \_\_\_\_\_
- preached in worship services (where, how many) \_\_\_\_\_

Additional opportunities for leading, caring, and communicating ministries participated in by the lay speaker (describe opportunity and your part in it): \_\_\_\_\_

## **PART 8. PERSONAL AND SPIRITUAL GROWTH BY THE LAY SPEAKER**

In what activities have you engaged and/or what books have you read and 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 improve your skills in leading, caring, and communicating?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## **PART 9. FEEDBACK BY THE LAY SPEAKER**

Do you believe that you have had adequate opportunity for service as a lay speaker this past year?  Yes  No

(If No, please explain) \_\_\_\_\_

What additional training or support do you need? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Give any recommendations you have for improving the Lay Speaking Ministries in your district or annual conference: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_