

**NY Conference Lay Speaker Annual Report 2009**  
The Lay Speaker 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 the District Committee on Lay Speaking at the District office address. The only Lay Speakers to be recognized are those for whom we receive their annual report.

Please print clearly- attach additional pages if more space is needed.

**CONTACT INFORMATION:**

Lay Speakers Name: \_\_\_\_\_

Church where you are a member: \_\_\_\_\_

Home Address: \_\_\_\_\_  
\_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Home Phone: (    ) \_\_\_\_\_ Cell (    ) \_\_\_\_\_

e-mail address: \_\_\_\_\_

Has any of the above information changed since your last report? No: \_\_\_\_\_ Yes: \_\_\_\_\_

**Recommendation to the District Lay Speaker Committee:**

**LAY SPEAKER'S REQUEST FOR RENEWAL:**

*I request recommendation by the Church Charge Conference or Church Council of my church  
For renewal as \_\_\_ Local Church or \_\_\_ Certified Lay Speaker  
(and I'm up to date with my course requirement – see page 3)*

*Lay Speakers Signature* \_\_\_\_\_ *Date* \_\_\_\_\_

**PASTOR REVIEW AND RECOMMENDATION:**

I have reviewed and discussed this report with the Lay Speaker and therefore recommend certification for the next year. Please verify that the lay speaker meets the requirements of their local or certified LS request.

*Pastor's Signature* \_\_\_\_\_ *Date* \_\_\_\_\_

**CHURCH RECOMMENDATION:**

If approved at Charge Conference:

*Charge Conference:*

\_\_\_\_\_  
*(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 SPEAKING:**

Upon review, this request should be renewed as: )\_\_ local church lay speaker or )\_\_ certified Lay Speaker.

*(signed)* \_\_\_\_\_  
*(date) Chair(s), District Committee on Lay Speaking Ministry)*

**FOR ALL LAY SPEAKERS**

**YOUR PERSONAL MINISTRY AND SPIRITUAL GROWTH IN THE LOCAL CHURCH:**

a) Describe how you have helped toward transforming lives during the past year:

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**b) Use the following section to tell a story about your ministry an/or mission participation in:**

**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.

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Check here if you attended the 2009 NY Annual Conference at Hofstra University \_\_\_\_\_

Check here if you attended the 2009 Lay Speaker Training Course at Hofstra \_\_\_\_\_

Check here if you took: \_\_Disciple I, \_\_Disciple II, \_\_Disciple III \_\_Disciple IV, \_\_Belivers' Study

Other course(s) that you would like us to know: \_\_\_\_\_

**YOUR SPIRITUAL LIFE: (Since 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, tapes, CDs, etc.)

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d) Spiritual Growth Plan: (it is important 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 pages if needed)

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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)

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

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How has the lay speaker course/advanced courses helped you in ministry, mission, or spiritual path?

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**FEEDBACK FROM THE LAY SPEAKER**

g) Do you think that you had adequate opportunity to serve as a lay speaker?  
\_\_\_\_\_ Not Enough \_\_\_\_\_ Enough/OK \_\_\_\_\_ I could be used a lot more  
Your suggestions about how you could be more effectively used in the life of the Church:

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**FOR LOCAL CHURCH LAY SPEAKERS ONLY:**

To be qualified as a Local Church lay Speaker you are required to complete 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? \_\_\_\_\_

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**FOR CERTIFIED LAY SPEAKERS ONLY:**

To be qualified as a Certified Lay Speaker, you are required to take at least one approved Advanced Lay Speaker class every three years. Indicate below which classes and the appropriate Credit(s) you have taken to fulfill this requirement.  
In what year did you last attend an approved Advanced Lay Speaker Class? \_\_\_\_\_  
Where? \_\_\_\_\_  
What was the name of the course(s) or Subject(s)? \_\_\_\_\_

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Official, published Advanced Lay Speaker courses are recommended for obtaining credit; however list any PRE-APPROVED activity by the District LS Committee (attach copy of the authorizing email)

Certified Lay Speaker Ministry beyond the Local Church:  
What is the number of times that you preached in other churches this year? \_\_\_\_\_  
Where? \_\_\_\_\_

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