

Kentucky Annual Conference of The United Methodist Church  
**Lay Servant Annual Report**



REPORT OF THE LAY SERVANT 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)

**(Part 1)**

**LAY SERVANT DATA**

<b>Name</b> _____	<b>Name of District</b> _____
<b>Mrs.</b> <input type="checkbox"/> <b>Ms.</b> <input type="checkbox"/> <b>Mr.</b> <input type="checkbox"/>	<b>Name of Church</b> _____
<b>Address</b> _____	<b>Church Address</b> _____
<b>City/State/Zip</b> _____	<b>City/State/Zip</b> _____
<b>Telephone (H)</b> _____	<b>Church Telephone</b> _____
<b>(Cell)</b> _____	
<b>Fax</b> _____	<b>Email</b> _____

**(Part 2)**

**STATUS OF THE LAY SERVANT**

**First Time:** I am applying to:

- BEGIN as a local church lay servant (complete only Parts 3, 4, & 5 )
- BECOME a certified lay servant (complete both sides of this form )

**(Note: The District Director will contact you with information on the next Lay Servant Ministries School.)**

**Renewal : (Renewal applicants must also complete side two)**

I am applying for RENEWAL as a :  local church lay servant     certified lay servant

**Local Church Lay Servant** – To maintain status, a five hour refresher course must be completed once every three years.

What year did you complete your LAST refresher course? \_\_\_\_\_

**(Certified Lay Servants - complete question 1 & 2 below)**

- 1) What year did you complete your LAST advanced course? \_\_\_\_\_
- 2) What was the TITLE of the LAST advanced course you took? \_\_\_\_\_

**(Part 3)**

**REQUEST OF THE LAY SERVANT**

I hereby request recommendation of my pastor and my charge conference to begin / renew as a

- local church lay servant     certified lay servant

**Date** \_\_\_\_\_                      **Lay Servant** \_\_\_\_\_

**(Part 4)**

**RECOMMENDATION OF THE PASTOR**

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

**Date** \_\_\_\_\_ **Pastor** \_\_\_\_\_

(Part 5)

**RECOMMENDATION OF THE CHARGE CONFERENCE**

The charge conference of \_\_\_\_\_ (church or charge) recommends that the above person begin or renew as a

- local church lay servant     certified lay servant for the ensuing year.

**Date** \_\_\_\_\_ **District** \_\_\_\_\_

**Superintendent** \_\_\_\_\_

NOTICE: After this form is completed and signed by all those listed above, the Recording Secretary of the Charge Conference is requested to reproduce THREE copies: (1) Lay Servant, (2) District Director of Lay Servants, (3) District Superintendent. The Recording Secretary of the Charge Conference keeps the ORIGINAL form.

(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 \_\_\_\_\_

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
- in my District, Conference, Southeastern Jurisdiction, General Church level
- other leading activities \_\_\_\_\_

Participated in Servant ministries as follows:

- brought message in worship services, served as worship leader in services
- delivered devotional messages, taught classes
- other speaking activities \_\_\_\_\_

Additional opportunities for ministry participated in by the Lay Servant

\_\_\_\_\_

\_\_\_\_\_

(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 deepen your devotional life; expand your understanding of the Bible; further develop your knowledge of The United Methodist Church; and strengthen your skills in caring, leading, and speaking?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Part 8)

**FEEDBACK BY THE LAY SERVANT**

Do you believe that you have had adequate opportunity for service as a lay servant this past year?

yes no (if no, please explain)

\_\_\_\_\_

\_\_\_\_\_

What additional training or support do you need or suggest?

\_\_\_\_\_

\_\_\_\_\_

Give any recommendations you have for improving the lay servant ministries in your District or Conference. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_