



# LAY SPEAKER'S ANNUAL REPORT

## EAST OHIO 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 \_\_\_\_\_.  
This report can be presented from your church/charge conference or  
from a church/administrative council recommendation

(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 (\_\_\_\_) \_\_\_\_\_  
E-mail \_\_\_\_\_ Fax \_\_\_\_\_  
Name of District \_\_\_\_\_  
Name of Church \_\_\_\_\_ United Methodist Church  
Church Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Church Telephone (\_\_\_\_) \_\_\_\_\_ Church E-mail \_\_\_\_\_

---

#### PART 2. STATUS OF THE LAY SPEAKER

I am applying to BEGIN as a  Certified Lay Speaker or  Local Church Lay Speaker  
I am applying for RENEWAL as a  Certified Lay Speaker or  Local Church Lay Speaker  
I  have  have NOT completed the Basic Course for lay speakers.  
I  have  have NOT completed an Advanced Course for lay speakers.  
What year did you complete the last advanced course you took? \_\_\_\_\_  
What was the title of the last Advanced Course you took? \_\_\_\_\_  
(Renewal applicants must also complete the other side of this form.)

---

#### Part 3. REQUEST OF THE LAY SPEAKER

I hereby request recommendation of my Pastor or Committee on Lay Leadership and my Church/Charge Conference or Administrative board or Administrative Council to begin as a Certified  begin or  renew as a  Certified Lay Speaker or  Local Church Lay Speaker for the ensuing year. Date \_\_\_\_\_ Lay Speaker's Signature \_\_\_\_\_

---

#### 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 or  Local Church Lay Speaker for the ensuing year.  
Date \_\_\_\_\_ Pastor's Signature \_\_\_\_\_

---

#### PART 5 LOCAL CHURCH RECOMMENDATION

The Church  or Charge  Conference or the Administrative Board  or Administrative Council  (Mark the appropriate body) of the \_\_\_\_\_ UMC recommends that the above lay speaker  begin or  renew as a  Certified Lay speaker or  Local Church Lay Speaker for the ensuing year.  
Date \_\_\_\_\_ District Superintendent's Signature \_\_\_\_\_

---

THIS CHARGE CONFERENCE REPORT FORM HAS BEEN APPROVED FOR USE WITHIN THE DISTRICTS OF THE EO CONFERENCE.  
**NOTICE:** After this form is completed and signed by the Lay Speaker, Pastor, District Superintendent, the office of the District Superintendent is requested to reproduce one (1) copy to be sent to the District Director of Lay Speaking Ministries. The applicant is required to keep a copy for his/her records.

---

# LAY SPEAKER'S ANNUAL REPORT (Continued)

## PART 6. MINISTRIES BY THE LAY SPEAKER

During this past year I have:

Participated in **Communicating Ministries** as follows:

- preached in \_\_\_\_\_ worship services. Where: \_\_\_\_\_
- served as worship leader in \_\_\_\_\_ services.
- delivered \_\_\_\_\_ devotional messages. Where: \_\_\_\_\_
- taught \_\_\_\_\_ classes Type: \_\_\_\_\_
- Other Speaking Activities: \_\_\_\_\_

Participated in **Leading Ministries** as follows:

- community leadership
- led forums on Family Violence, Drug Abuse, Teenage Pregnancy, etc.
- served as a MEMBER of committee, board, commission, council, task force, etc.
- at my local church (what) \_\_\_\_\_
  - served as CHAIR of committee, boards, task force (what) \_\_\_\_\_
- beyond my local church:
  - in my District (what) \_\_\_\_\_
  - East Ohio Conference (what) \_\_\_\_\_
  - in the North Central Jurisdiction (what) \_\_\_\_\_
  - at the General Church level (what) \_\_\_\_\_

Other leading activities: \_\_\_\_\_

Participated in **Caring Ministries** as follows:

- Prison Ministry  Food & Clothing Banks  Hospital, Nursing Home  Visit Shut-Ins  Poor/Marginalized  Crisis Ministries

Other \_\_\_\_\_

**Additional opportunities for leading, caring, and communicating ministries participated in by the lay speaker**

**(describe opportunity and your part in it):** \_\_\_\_\_

## PART 7. 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 to improve your skills in leading, caring and communicating?

Completed Disciple Bible Study (ies):  I  II  III  IV

Completed Leadership Training Event for Disciple:  I  II  III  IV

Taken "Walk to Emmaus"

## PART 8. 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: \_\_\_\_\_