



# Lay Speaker's Annual Report

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

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

### PART 1. DATA ABOUT THE LAY SPEAKER

\_\_\_Mr. \_\_\_Mrs. \_\_\_Ms.

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

Address \_\_\_\_\_ Name of Church \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Church Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Church Phone \_\_\_\_\_

E-Mail \_\_\_\_\_

I am willing to be called to fill a pulpit. \_\_\_Yes \_\_\_No

I have applied for Commissioned Lay Speaker. \_\_\_Yes \_\_\_No

I am a Certified Worker for Children, Youth & Developmentally Disabled Adults. \_\_\_Yes \_\_\_No Expiration Date: \_\_\_\_\_

### PART 2. STATUS OF THE LAY SPEAKER

This is the first time I have submitted an annual report: \_\_\_Yes \_\_\_No

I submit this annual report as a:

\_\_\_local church lay speaker

\_\_\_certified lay speaker

I completed the Basic Course in:

\_\_\_\_\_ (month) \_\_\_\_\_ (year)

The most current advanced class I completed was:

\_\_\_\_\_ (title)

\_\_\_\_\_ (month) \_\_\_\_\_ (year)

### PART 3. REQUEST OF THE LAY SPEAKER

For the ensuing year, I hereby request recommendation of my pastor and my charge conference to be recognized as a:

\_\_\_certified lay speaker \_\_\_local church lay speaker

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

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

### PART 4. RECOMMENDATION OF THE PASTOR

For the ensuing year, I recommend concurrence with the request of this lay speaker to be recognized as a:

\_\_\_certified lay speaker \_\_\_local church lay speaker

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

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

### PART 5. CHARGE CONFERENCE RECOMMENDATION

For the ensuing year, the charge conference of the \_\_\_\_\_ (church or charge) recommends that the above lay speaker be recognized as a: \_\_\_certified lay speaker \_\_\_local church lay speaker

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

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

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

For the ensuing year, this application to be recognized as a: \_\_\_certified lay speaker \_\_\_local church lay speaker within the

\_\_\_\_\_ District of the \_\_\_\_\_ Conference is:

\_\_\_approved \_\_\_disapproved

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

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

**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: \_\_\_\_\_  
\_\_\_\_ beyond my local church: \_\_\_\_\_  
\_\_\_\_ in my district: \_\_\_\_\_  
\_\_\_\_ in my conference: \_\_\_\_\_  
\_\_\_\_ in my jurisdiction: \_\_\_\_\_  
\_\_\_\_ at the general church level: \_\_\_\_\_

\_\_\_\_ served as CHAIR of committee, board, task force: \_\_\_\_\_

\_\_\_\_ served as a volunteer at a community agency: \_\_\_\_\_

\_\_\_\_ provided one-on-one caring:  
\_\_\_\_ at a hospital, nursing home, or to a shut-in  
\_\_\_\_ in membership/evangelism visitation  
\_\_\_\_ other: \_\_\_\_\_

\_\_\_\_ provided leadership in caring/outreach projects, i.e., a food pantry, prison ministry, Society of St. Stephen: \_\_\_\_\_

\_\_\_\_ taught classes (what, how many): \_\_\_\_\_

\_\_\_\_ served as a worship leader in services (how many) \_\_\_\_\_

\_\_\_\_ delivered devotional messages: \_\_\_\_\_

\_\_\_\_ 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 to 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 ministry in your district or annual conference:

\_\_\_\_\_  
\_\_\_\_\_