



Certified Lay Speaker Checklist

A certified lay speaker is a certified lay servant whose call has been affirmed by the conference committee on Lay Servant Ministries to serve the church in pulpit supply (*Book of Discipline* 2020/2024, ¶1341.1). Certified lay servants are professing members of a local church who desire to serve the Church and who know and are committed to Scripture and the doctrine, heritage, organization, and life of The United Methodist Church. They have received specific training to witness to the Christian faith through spoken communication, to lead within a church and community, and to provide caring ministry (*Book of Discipline* 2020/2024, ¶267).

Note: All Certified Lay Speakers must submit a report to their charge conference annually (¶267.4.a).

Requirements for Initial Certification:

Date Completed

_____ Applied to and obtained recommendation from the pastor and the church council or charge conference of the local church in which applicant holds membership.	_____
_____ Completed Lay Servant Ministries BASIC course	_____
_____ Completed the following six Lay Servant Ministries advanced courses – one from each of the following categories: (<i>Attach certificates of completion.</i>)	
◦ Leading worship	_____
◦ Leading prayer	_____
◦ Discovering spiritual gifts	_____
◦ Preaching	_____
◦ United Methodist heritage	_____
◦ United Methodist polity	_____
_____ Home church provided a statement that applicant is MinistrySafe certified with a “Level 5” criminal background check and has no concerns regarding applicant’s suitability for the role.	_____
_____ Provided video and text of sermon for interview with the district committee on Lay Servant Ministries.	_____
_____ Interviewed with and recommended by the district committee on Lay Servant Ministries (District Committee on LSM may require additional work)	_____
_____ Approved by the Conference Committee on Lay Servant Ministries (Conference Committee on LSM may require additional work)	_____

Requirements for Continuing Certification:

Date Completed

Note: All Certified Lay Speakers must submit a report to their charge conference annually (§267.4.a).

_____	Applied to and received recommendation from pastor and the charge conference or church council where membership is held, giving evidence of satisfactory performance as a certified lay servant.	_____
_____	Completed approved Lay Servant Ministries advanced course* in the last three (3) years.	_____
_____	° Name of last Advanced Course taken: _____	_____
_____	Maintained MinistrySafe compliance through local church	_____
_____	In the last three years, interviewed with and obtained recommendation for renewal from the district committee on Lay Servant Ministries.	_____
_____	Received approval of the Conference Committee on Lay Servant Ministries for re-certification.	_____

Areas of Service:

Remember, not all disciples are gifted or called to preach. Certified lay speakers serving as pulpit supply may be invited by a pastor, district superintendent or committee on Lay Servant Ministries, in accordance and compliance with ¶341.1, to lead an occasional worship service. Certified lay speakers serving as pulpit supply are not intended for long-term leadership in a particular church.

****Courses Approved for Certification:***

For a list of all classes approved by Discipleship Ministries as an Advanced Lay Servant Ministries (LSM) Class for initial and renewal certification, please refer to the Lay Servant Ministries Catalogue, <https://www.umcdiscipleship.org/resources/lay-servant-ministries-catalog>.

Online courses approved by Discipleship Ministries are available in an online-only format through beadisciple.com. Classes approved as Advanced LSM classes are clearly marked on the Beadisciple webpage.