



# LAY SPEAKER'S ANNUAL REPORT

## WESTERN NEW YORK 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 \_\_\_\_\_, 20\_\_  
(either January-December or from last to current charge conference)

(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 \_\_\_\_\_  
Cell Phone \_\_\_\_\_ Email Address \_\_\_\_\_

Name of District –  CRSTN  GV  NF  Mt Vw  
Name of Church \_\_\_\_\_  
Church Address \_\_\_\_\_  
City/State/Zip \_\_\_\_\_  
Church Telephone \_\_\_\_\_

### 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 training course  
for lay speakers.

What year did you complete the LAST advanced course? \_\_\_\_\_

What was the TITLE of the LAST advanced course you took?  
\_\_\_\_\_

I  have  have NOT completed an advanced course for  
lay speakers.

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

*(Please complete the other side of this form.)*

### PART 3. REQUEST OF THE LAY SPEAKER

I hereby request recommendation of my pastor and my charge conference to begin or renew as a  certified lay speaker  local  
church lay speaker for the ensuing year.

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

\_\_\_\_\_  
(Signed – Lay Speaker)

### 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  local church lay  
speaker for the ensuing year.

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

\_\_\_\_\_  
(Signed – Pastor)

### PART 5. CHARGE CONFERENCE RECOMMENDATION

The charge conference of the \_\_\_\_\_ (church or charge) recommends that the above lay speaker  
begin or renew as a  certified lay speaker or  local church lay speaker for the ensuing year.

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

\_\_\_\_\_  
(Signed – District Superintendent)

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

This application to begin or be renewed as a  certified lay speaker or  local church lay speaker within the \_\_\_\_\_  
District of the Western New York Conference is  approved  disapproved for the ensuing year.

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

\_\_\_\_\_  
(Signed – Chair, District Committee on Lay Speaking Ministries)

# LAY SPEAKER'S ANNUAL REPORT (Continued)

## **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 (what) \_\_\_\_\_
  - beyond my local church:
    - in my district (what) \_\_\_\_\_
    - in my conference (what) \_\_\_\_\_
    - in my jurisdiction (what) \_\_\_\_\_
    - at the general church level (what) \_\_\_\_\_
- served as CHAIR of committee, boards, task force (what) \_\_\_\_\_
- served as a volunteer at a community agency (what) \_\_\_\_\_
- served as a volunteer in a caregiving institution (what) \_\_\_\_\_
- provided one-on-one caring:
  - at a hospital, at a nursing home, or to a shut-in
  - in membership/evangelism visitation
  - other: \_\_\_\_\_
- provided leadership in caring/outreach projects (such as a food pantry, prison ministry, Society of St.Stephen) (what) \_\_\_\_\_
- \_\_\_\_\_
- taught classes (what, how many) \_\_\_\_\_
- served as a worship leader in services (how many) \_\_\_\_\_
- delivered devotional messages (where, how many) \_\_\_\_\_
- 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 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 Ministries in your district or annual conference: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**When Parts 1, 2, 3, 4, 5, 7, 8, and 9 have been completed, please make a copy for yourself and forward the original to the Chair, District Committee on Lay Speaking Ministries, for the Committee's action.**

For the Genesee Valley District, please send this to: Bonnie Crichton, 6676 West Swamp Road Conesus, NY 14435  
For the Cornerstone District, please send this to: Cornerstone District, 15 Morris Lane, Jamestown, NY 14701  
For the Niagara Frontier District, please send this to: Barbara Salterella, 5681 Main Street, Williamsville, NY 14221  
For the Mountain View District, please send this to: Carmen Vianese, 8 Massachusetts Street, Nunda, NY 14517