

CERTIFIED LAY SPEAKER CHECK LIST

Name: _____

| REQUIREMENTS | | |
|---|---|---------------|
| | FIRST STEPS | DATE RECEIVED |
| 1 | Be certified as a lay servant or Lay missionary. | |
| 2 | Receive the written recommendation of the pastor of the church where he/she holds membership. | |
| 3 | Receive the written recommendation of the church council or charge conference in the church where she/he currently holds membership | |
| 4 | Receive the written recommendation of his/her District Superintendent (this requirement may vary for each district) | |
| AFTER FIRST STEPS ARE COMPLETED, RECEIVE CERTIFICATES OF COMPLETION FOR THE FOLLOWING COURSES Check www.BeADisciple.com and the District Courses throughout the Conference - https://susumc.org/lay-ministry/ | | |
| 5 | Spiritual Gifts | |
| 6 | Preaching | |
| 7 | Worship | |
| 8 | Prayer | |
| 9 | United Methodist Heritage | |
| 10 | United Methodist Polity | |
| WHEN 1-10 ARE COMPLETED | | |
| 11 | Submit a request to the District Committee of Lay Servant Ministries (DCLMS) for an interview | |
| 12 | DCLMS will recommend approval to the Conference Committee on Lay Servant Ministries (CCLSM) who will offer a Certification document as a Lay Speaker. | |
| 13 | Upon certification by the CCLSM the Lay Speaker will submit a Form 8 to the local church Charge Conference - https://susumc.org/ - Lay Ministry page or Charge Conference forms- including all Certificates of Completion | |
| 14 | Form 8 will be submitted to the District Office following Charge Conference and made available to the DCLMS for record keeping. | |
| 15 | Form 8 must be submitted annually to the Charge Conference. At least 1 CEU certificate must be attached from an approved Advanced Course every three years. | |
| 16 | Every Certified Lay Speaker will be interviewed by the DCLMS every three years, then recommended to the CCLSM for renewed certification. | |

Direct questions to the Director of Lay Servant Ministries (Kim Shockley, kshockley@susumc.org).

The Conference Committee on Lay Servant Ministries also suggests that anyone seeking a greater understanding of their own call explore by attending [God's Call Event](#).

It is the responsibility of the Lay Speaker to keep copies of the documents you submit, especially all Certificates of Completion.