

To become a **Local Church Lay Servant**, you must complete the following requirements:

1. Be a professing and active member of a local church/charge.
2. Make application in writing to appropriate committee and obtain recommendation from pastor and church council or charge conference.
3. Complete the BASIC Course for Lay Servant Ministries.
4. Submit an annual report and reapplication with recommendations.
5. Complete an approved refresher course once every three years.

To become a **Certified Lay Servant**, you must complete the following requirements:

1. Be a professing and active member of a local church/charge.
2. Make application in writing to appropriate committee and obtain recommendation from pastor and church council or charge conference.
3. Complete the BASIC Course and one advanced course for Lay Servant Ministries.
4. Have your qualifications reviewed by the district committee on Lay Servant Ministries and the annual charge conference.
5. Submit an annual report to the charge conference and the committee on Lay Servant Ministries.
6. Request in writing the renewal of certification.
7. Complete an advanced course for Lay Servant Ministries at least once every three years for recertification.

To become a **Certified Lay Speaker**, you must complete the following requirements:

1. Be a professing and active member of a local church/charge.
2. Make application in writing to appropriate committee and obtain recommendation from pastor and church council or charge conference.
3. Complete the BASIC Course for Lay Servant Ministries.
4. Complete a course of study to include: Discovering Spiritual Gifts, Leading Worship, Leading Prayer, Preaching, United Methodist Heritage and Polity, and/or other courses as may be determined by the annual conference committee on Lay Servant Ministries or equivalent structure.
6. Interview with the District Committee on Lay Servant Ministries or equivalent structure at time of application and every three years thereafter, and be recommended to the conference committee on Lay Servant Ministries or equivalent structure for certification/recertification.



Lay Servant Academy



Saturday, October 30, 2021

&

Saturday, November 13, 2021

*Simpson UMC,
800 Seventh St.,
Moundsville, WV*

Sponsored by:

NORTHERN DISTRICT LAY MINISTRY TEAM:
Carol Miller, Director of Lay Servant Ministries

COURSE DESCRIPTIONS

* **BASIC COURSE** *Lay Servant Ministries (101)*

This required orientation course focuses on the three primary aspects of lay servant ministry: caring, leading, and communicating.

This course is enhanced using visuals and video, and a workbook text. See notes † on mandatory course assignments prior to the first class session.

Mary Francis Tennant, CLSP, will lead this course.

* **ADVANCED COURSE:** *From Pew to Pulpit (302)*

This course is designed for those who have not completed formal preaching training, for pastors seeking a basic refresher course, and for those who are called upon to preach in a pastor's absence. Rev. Annette Carper, pastor of Simpson/Calvary Charge UMC, will lead this course

* **ADVANCED COURSE:** *Leading Worship (203)*

This course will help the participant grow in confidence and skill in designing and leading public worship. Assignments will include worship design, serving as liturgist and use of music and visuals in worship.

Rev. Phil Dukes (elder-retired), will lead this course

* Any of the above courses will meet the requirement for becoming a Certified Lay Servant or Certified Lay Speaker.

+ **NON CORE COURSE:** *Accountable Discipleship (803)*

This course focuses on the concept of God, Scripture as divine revelation, and the Wesleyan understanding of grace. Assignments are to be completed prior to each class meeting and active participation is expected. This is an **Advanced Course**. Carol Miller, CLSP will lead this course.

+ Non-Core Courses are enrichment courses that provide focus instruction on specific topics and may be used to fulfill required CEU credit to maintain certification.

REGISTRATION FEES

(including book, shipping & handling)

BASIC COURSE - "Lay Servant Ministries"

\$ 15.00

ADVANCED COURSE - "From Pew to Pulpit "

\$ 16.00

ADVANCED COURSE - "Leading Worship "

\$17.00

NON-CORE COURSE - "Accountable Discipleship "

\$ 20.00

Registration Deadline: October 23, 2021

Register early to provide adequate time for us to order, mail and provide your book and reading assignment. Assigned reading is required prior to the start of class.

Please note: Only those who have completed the Basic Course may take the Advanced classes. All participants in the Lay Servant Ministry program must within 3 years complete a course, or you ***must*** take the Basic Course again to remain active.

† **You will need to complete an assignment prior to the first day of class for each course. Book and assignment will be mailed once your registration is received. Complete the registration form along with your check. Make your checks out to the Northern District, and mail to Peggy Klages, Northern District Office of the UMC, 1060 Chapline St. Room 111, Wheeling, WV 26003.**

LUNCH – (no lunch will be provided. Bring your own beverage and snack.

COURSE CREDIT

In order to fulfill the requirements of each course, you must complete all 10 hours of class. That means both Saturday sessions.

If you have questions, you may e-mail cpmiller3822@comcast.net or call 304-843-1181 or 304-639-4088 cell.

PROGRAM SCHEDULE

Saturday, October 30th, 2021 (Part I)

8:00 a.m.--8:30 a.m. Registration

8:30 a.m. –1:00 p.m. Class



Masks Are Required for All Classes

Saturday, November 13, 2021 (Part II)

8:30 a.m. – 1:30 p.m. Class/Closing Worship



Masks Are Required for All Classes

DIRECTIONS

Coming North to Moundsville

- take Rt. 2 north to 6th St. Moundsville
- Turn right onto 6th St.
(across the street from Wendy's).
- On 6th St., turn right on Madison Avenue
(2nd right past the first stop sign).
It is an alley. There is a street sign.
- After ½ block, Church will be on the right and parking for the Church will be on the left.
- Enter the doors off Madison and go up the steps.

Coming South to Moundsville

- from Wheeling, take Rt. 2 South through Wheeling to 16th Street. Turn left onto 16th Street. Turn right onto WV Rt. 2 South/Chapline Street. Follow Rt. 2 through Benwood and McMechen. After coming through the Narrows, you will come thru Glen Dale and then into Moundsville.
- Turn Left onto 6th St.
(across the street from Wendy's)
- turn right on Madison Avenue
(2nd right past the first stop sign).
It is an alley. There is a street sign.
- After ½ block, Church will be on the right and parking for the Church will be on the left.
- Enter the doors off Madison and go up the steps.



HC parking in front of the church (Morton Ave), also parking behind the church. An elevator is available from the parking lot. Look for the sign.

Registration Form
LAY SERVANT ACADEMY:

Saturday October 30, 2021
&
Saturday November 13, 2021

Simpson UMC, Moundsville, WV

Registration Information

Name _____

Address _____

Phone _____

Email _____

Your Home Church _____

I am registering for (please check one box)

- Basic Course:** *Lay Servant Ministries*
\$15.00
- Advanced Course:** *From Pew to Pulpit*
\$16.00
- Advanced Course:** - *Leading Worship*
\$17.00
- Non-Core Course:** - *Accountable Discipleship*
\$20.00

Please complete and return this registration form
along with check payable to the NORTHERN
DISTRICT

no later than

OCTOBER 23, 2021 to

Peggy Klages

Northern District Office of the UMC

1060 Chapline St., Rm 111, Wheeling, WV 26003

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