

## INFORMATION ON

# Initial Certification or Renewal:

1. For **initial certification**, professing member of a local Global Methodist congregation (or its predecessor) for at least two years.
2. For **initial certification**, meet with your pastor to discuss and discern your call to become a CLM.
3. For **initial certification** and **renewal**, obtain recommendation and written recommendation annually by the pastor and endorsement by majority vote of the pastor parish relations committee and the charge conference (on this form) to become or remain a CLM.
4. For **initial certification**, show Satisfactory completion of a course in lay ministry, approved by the Commission on Higher Education and Ministry, covering the church's doctrine, history, polity, and basic Bible knowledge.
5. For **initial certification**, show Satisfactory completion of at least one advanced course in lay ministry, approved by the Commission on Higher Education and Ministry, on an area of ministry (e.g., preaching, worship leading, caring ministry, etc.). Coursework or training in other settings may be counted to meet this requirement at the discretion of the Board of Ministry.
6. For **initial certification**, complete National Background Check, and psychological assessment with guidance from the Board of Ministry.
7. For **initial certification** or **renewal**, have all forms reviewed by the CLM Oversight for a recommendation to be examined by the Board of Ministry (BOM).
8. For **renewal**, Satisfactory completion of at least one additional advanced course in lay ministry, approved by the Commission on Higher Education and Ministry, in the last three years.
9. For **initial certification** and **renewal**, obtain recommendation and signature (on this form) from your Area/Circuit Presiding Elder.
10. For **initial certification** and **renewal**, interview, and approval by the annual conference Board of Ministry. A public service of commitment recognizing the certification is recommended.
11. For **renewal**, an annual report to the charge conference and annual conference board of ministry outlining what ministry had been done during the year and giving evidence of satisfactory performance.
12. For **renewal**, Completion of an additional national background check every three years.



## Conditions of Service

- A certified lay minister serves as a volunteer, but an honorarium and expenses for pulpit supply or other specialized ministries outside one's own local church are appropriate. A certified lay minister serving as a lay staff member of a church or other ministry should be equitably compensated for their work.
- Certification as a lay minister may be transferred to another annual conference if the person relocates. Subsequent renewal in that new annual conference is in accordance with 402.3.

### Questions?

Contact your Area/Circuit Presiding Elder or Conference CLM Oversight.

# Initial Certification Process Checklist

<b>Name:</b>					
<b>Phone:</b>			<b>Cell Phone:</b>		
<b>Address:</b>					
<b>City:</b>		<b>State:</b>		<b>Zip:</b>	
<b>Email:</b>			<b>Church Membership:</b>		
<b>Annual Conference:</b>			<b>Area:</b>		
<b>Area Presiding Elder:</b>			<b>Connecting Elder:</b>		

## Requirements per 402 (TBOD&D)

Date Completed	Requirement
	1. Initial Application to become a Certified Lay Minister
	2. Professing member of a local Global Methodist congregation (or its predecessor) for at least two years.
	3. Satisfactory completion of a course in lay ministry, approved by the Commission on Higher Education and Ministry, covering the church's doctrine, history, polity, and basic Bible knowledge.
	4. Satisfactory completion of at least one advanced course in lay ministry, approved by the Commission on Higher Education and Ministry, on an area of ministry (e.g., preaching, worship leading, caring ministry, etc.). Coursework or training in other settings may be counted to meet this requirement at the discretion of the board of ministry.
	5. National background check.
	6. Written recommendation by the pastor and endorsement by majority vote of the pastor parish relations committee and the charge conference.
	7. Interview and approval by the annual conference board of ministry.

WHAT IS A

# Certified Lay Minister?

A certified lay minister is a professing member of a local congregation who has received special training in Wesleyan doctrine and our denominational polity, and endorsement by the church in order to serve the church as laity. This category encompasses all those who were previously named certified lay servants, certified lay speakers, certified lay ministers, deaconesses, home missionaries, and lay missionaries. Certified lay ministers may work in any area of the church's ministry, including leading, teaching, proclaiming/preaching, evangelizing, worship, and caring ministry. As laity, a certified lay minister is not subject to the approval or appointment of the bishop or presiding elder, although they may request the lay minister serve in a ministry capacity outside his or her own local church.



# Renewal Certification Process Checklist

<b>Name:</b>					
<b>Phone:</b>		<b>Cell Phone:</b>			
<b>Address:</b>					
<b>City:</b>		<b>State:</b>		<b>Zip:</b>	
<b>Email:</b>			<b>Church Membership:</b>		
<b>Annual Conference:</b>		<b>Area:</b>			
<b>Area Presiding Elder:</b>			<b>Circuit Presiding Elder:</b>		

Requirements per 402 (TBOD&D)

Date of initial CLM certification: \_\_\_\_\_

**Certification for lay ministry may be renewed every three years by the annual conference board of ministry.**

Date Completed	Requirement
	1. An annual report to the charge conference and annual conference board of ministry outlining what ministry had been done during the year and giving evidence of satisfactory performance.
	2. Endorsement by majority vote of the charge conference annually.
	3. Written recommendation for renewal by the pastor.
	4. Completion of an additional national background check every three years.
	5. Written recommendation by the pastor and endorsement by majority vote of the pastor parish relations committee and the charge conference.
	6. Satisfactory completion of at least one additional advanced course in lay ministry, approved by the Commission on Higher Education and Ministry, in the last three years.
	7. Interview and approval by the annual conference board of ministry.