



CERTIFIED LAY MINISTER
ANNUAL REPORT

Report for year 20__

Please complete all necessary parts. PRINT OR TYPE.
DEADLINE - December 31 - signed copy of report to CLM Team
 To be used for Initial Application and Renewal

Directions for completing report:

1. Please complete all parts. PRINT OR TYPE.
2. Seek approval by conferring with your pastor and with charge conference or church council and by obtaining their signatures.
3. Make two copies and distribute them to yourself and to your charge conference/church council secretary.
4. Please email a scanned signed copy of the report to CLM oversight by December 31 at the following email, clm@trinitygmc.org Each report will be then reviews by the Conference CLM Team.

Questions?
 Contact your CLM Oversight Board of Ministry: clm@trinitygmc.org

PART 1. DATA ON THE LAY MINISTER

Name: [] Ms. [] Mrs. [] Mr.	
Mailing Address:	
Email Address:	Phone:
Church:	Area:
Church Address:	
Pastor:	
Assigned Church:	
Address:	
Phone:	

PART 2. STATUS OF THE CERTIFIED LAY MINISTER

<input type="checkbox"/>	Requesting initial certification as a Certified Lay Minister	
[] Yes	[] No	Are you professing member of a local Global Methodist congregation (or its predecessor) for at least two years?
[] Yes	[] No	Have you completed or are you completing 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?
Course and Dates:		
[] Yes	[] No	Have you completed 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.)? <i>(Coursework or training in other settings may be counted on to meet this requirement at the discretion of the board of ministry.)</i>
Course and Dates:		
[] Yes	[] No	National background check
[] Yes	[] No	Written recommendation by the pastor and endorsement by majority vote of the pastor parish relations committee and the charge conference
[] Yes	[] No	Interview and approval by the Annual Conference Board of Ministry
<input type="checkbox"/>	Requesting renewal as a Certified Lay Minister	

What year were you first approved as a Certified Lay Minister?

What year did you complete your last advanced or approved course?

Title and location of course:		
[] Yes	[] No	Are you a member of a Global Methodist Church?
[] Yes	[] No	Are you called and willing to provide pulpit supply?

PART 3. CERTIFIED LAY MINISTER ROLE (RENEWAL ONLY)

List your activities in the past year that demonstrate your role as Certified Lay Minister, including personal spiritual development, service to the church, and mission opportunities in the community. If you need more space, expand this section, or attach another page.

PART 3A. LIST MINISTRY INTERESTS

PART 4. PUBLICATION OF INFORMATION

Details about Certified Lay Ministers are published in Annual Conference Publications. It is assumed, unless you choose to opt out of allowing this practice, that your name and contact information will be published. Please check the box below that corresponds with your wishes. If no selection is made, the assumption will be that you grant permission for your information to be published in the print and digital versions of the conference publications.

<input type="checkbox"/>	Publish my name and contact information.
<input type="checkbox"/>	Publish only my name and NOT my contact information.
<input type="checkbox"/>	DO NOT publish my name and contact information.

PART 5. RECOMMENDATION OF THE CHURCH PASTOR OR SUPERVISING PASTOR (INITIAL ONLY)

I, _____,

recommend do not recommend this person to be certified as a Certified Lay Minister.

Comments/Concerns:

Signature

Date

PART 6. RECOMMENDATION OF THE CHARGE CONFERENCE/CHURCH COUNCIL OR, IF ASSIGNED, THE S/PPRC OF THE ASSIGNED CHURCH (INITIAL ONLY)

The _____ Charge Conference/Church Council/SPRC

recommends does not recommend this person to be certified as a Certified Lay Minister.

Comments/Concerns:

Chair Signature:

Date

PART 7. MINISTRY REVIEW (RENEWAL ONLY)

The _____ Charge Conference/Church Council/SPRC has completed a ministry review and recommends does not recommend this person for renewal as a CLM.

Comments/Concerns:

Chair Signature:

Title/Position

Date

PART 8. APPROVAL OF THE CONFERENCE BOARD OF MINISTRY, CERTIFIED LAY MINISTRY TEAM

Is the CLM Renewal Checklist Complete? **Yes** **No**

The Certified Lay Ministries Team of the Board of Ministries of the Trinity Conference of the Global Methodist Church: recommends does not recommend the above person for certification / recertification.

Comments/Concerns/Goals:

CLM BOM Oversight Signature

Date

Note: You must submit an Annual Report each year. Provide copies to your Presiding Elder and your Conference Board of Ministry for Certified Lay Ministries (Keep one for your records).