Great Plains Conference Certified Lay Speaker (CLSp) Annual Requirement Checklist

2025 Charge Conference Season for July 1, 2026 to June 30, 2027 Credentialing Requirements per ¶ 267 (2024 BOD)

Check box: Initial Credentialing ☐ **Renewal Credentialing** ☐

District Directors: please fill out the following information. This information is found on each person's current year Annual Report

Name			
City and Sate			
Email Address			
Phone Contact Information			
Email			
District and Annual Conference			
Is the Lay Servant applicant a Professing Member of a United Methodist Church?		**Name of UMC or Ministry Setting**	

The information below is found on the CLS Annual Report:

List in each box - Date Completed Annual Certified Lay Speaker (CLSp) Requirements.

	To approve as a Lay Servant (CLSp) -the following two courses are required. Please fill this date out for all CLSp's - "Initial" and "Renewal" applicants. Introduction to Lay Servant Ministries – Basic Course For the Common Good: Discovering and Using Your Spiritual Gifts		
Other required "approved advanced" Lay Servant Ministry courses for Certified Lay Speaker credentialing. See Lay Servant Ministries Course Descriptions and Equipping Resources catalog for "approved" courses.			
	Leading Worship		Leading Prayer
	United Methodist Heritage		United Methodist Polity
	Preaching (course approved by Discipleship Ministries -see catalog or Great Plains specific Preaching)		
	For Renewal: Date and Title of Last "approved advanced Lay Servant" course. Title:		
	For Renewal: An "approved advanced Lay Servant" course is every three years. List the date the applicant is required to complete and "Approved Advanced" Lay Servant Ministry course.		
	Safe Gatherings is required for all Lay Servants. List the Date the applicant's Safe Gatherings certificate **expires**		
	Date the District Committee on Lay Servant Ministry Team Reviews the Annual Report. Check the box: Recommends approval ☐ Does not recommend approval ☐		
	Date the Conference Lay Servant Ministry Team Reviewed Recommendations and Annual Reports. Recommends approval ☐ Does not recommend approval ☐		
	This document, a copy of the person's Brick River Lay Servant database record, and the Annual Certificate of Credentialing will be emailed to the person above by the Conference Lay Leadership Coordinator before July 30, 2026.		
Notes from LSM Director for the applicant.			

Note: "Each One a Minister- Rediscovering Your Spiritual Gifts" is also an "approved advanced" course, prior to January 2025 for initial CLS certification.

BeADisciple courses - must have the following endorsement to be an "approved advanced LS course" for Initial or Renewal credentialing. *This course has been approved by Discipleship Ministries as an advanced course in Lay Servant Ministries. It provides the required 10 contact hours.*