Request for Transfer of Lay Servant Ministries or CSM Credentials

Christ Servant Ministries

Eastern Pennsylvania Conference of the United Methodist Church

This form may be used by…

1. *A person who is recognized as a Certified Lay Servant, Certified Lay Speaker, Certified Lay Minister in another Annual Conference; has transferred Church Membership into the Eastern Pennsylvania Conference; and wishes recognition in the Christ Servant Ministries program. (Skip Part 2, and complete the rest of the request.)*
2. *A person recognized as a Christ Servant Minister, Certified Lay Speaker, or Certified Lay Minister in the Eastern Pennsylvania Conference and is transferring to another UMC Annual Conference and wishes a record of training to be communicated to the Lay Servant Ministries program in the new Annual Conference.*

The form may be printed and reproduced for the above-stated uses.

Part 1. Personal Data

__ Mr. __ Mrs. __ Ms. Name _____

What name do you go by? (i.e. Sue, Bob, Jim) _____

Address _____ City/State/Zip _____

Home Phone _____ Work Phone _____ E-mail _____

Name of District _____ Name of Church _____

Church Address _____ City/State/Zip _____

Church Phone _____ Church E-mail _____

Part 2. Transfer of CSM Credentials to another Conference

I request that a letter of my training profile and current status as a (select one)

___ Christ Servant Minister ___ Certified Lay Speaker ___ Certified Lay Minister

be sent to the _____ Annual Conference using the following address:

Name: _____

Street Address: _____

City, State, and Zip Code: _____

Part 3. Transfer of Lay Servant Credentials from another Conference

I am applying for recognition as a (select one)

_____ Christ Servant Minister _____ Certified Lay Speaker _____ Certified Lay Minister

and am currently recognized as a:

____ Certified Lay Servant _____ Certified Lay Speaker _____ Certified Lay Minister

in the _____ Annual Conference.

Record the DATE (Month and Year) that you took your Basic Course: _____

Record the DATE (Month and Year) of the LAST advanced course you took: _____

List the TITLE of the LAST advanced course you took: _____

Part 4. Servant's Request

I have spoken with the pastor in my new congregation about this transfer request and asked that my former pastor and/or charge conference send a copy of any records on file to my new church.

_____ _____

Date *Signature of the Servant*

Part 5. Endorsement of the Pastor and/or Administrative Council of the Servant's New Congregation

As a representative of _____ United Methodist Church, I recommend approval of this request.

_____ _____

Date *Signature(s) of the Pastor and/or Administrative Council*

Part 6. Ministry Profile

During the past year, I have participated in these ministry opportunities (please check the appropriate boxes, and then provide specific corresponding ministry opportunities):

__ at my local church: _____

__ beyond my local church:

__ in my district: _____

__ in my conference: _____

__ in my jurisdiction: _____

__ at the general church level: _____

__ served as CHAIR of committee, board, task force: _____

__ served as a volunteer at a community agency: _____

__ provided one-on-one caring:

__ at a hospital, nursing home, or to a shut-in

__ in membership/evangelism visitation

__ other: _____

__ provided leadership in caring/outreach projects such as a soup kitchen, prison ministry, etc.

Please list: _____

__ taught classes (what, how many) _____

__ served as a worship leader in services (how many) _____

__ delivered a devotional message (how many) _____

__ preached in worship services (where, how many) _____

Additional opportunities for leading, caring, and communicating ministries in which you have been a participant (describe the opportunity and your role in it):

_____

_____

Part 7. Personal and Spiritual Growth

In what activities have you engaged and/or what books have you read and used during the past year to help you develop your devotional life, improve your understanding of the Bible, improve your understanding of The United Methodist Church, and to improve your skills in leading, caring, and communicating?

_____

_____

Part 8. Feedback

List any recommendations or questions you may have.

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