

**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.
- 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**

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.

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 have asked for the endorsement of my former pastor and/or charge conference.

\_\_\_\_\_ Date \_\_\_\_\_ Signature of the Servant

**Part 5. Endorsement of the Pastor and/or Charge Conference**

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

\_\_\_\_\_ Date \_\_\_\_\_ Signature of the Servant

**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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