



WESTERN PACIFIC CONFERENCE

Certified Lay Minister Certification Process Checklist

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone/s: _____ E-mail: _____

Church Membership: _____

Certification—¶ 502 BOOK OF DOCTRINES AND DISCIPLINE

_____ Professing member of a local Global Methodist Church (or its predecessor) for at least two years.

_____ Satisfactory completion of foundation courses in lay ministry.
(Indicate the date taken):

_____ Global Methodist History, Polity, Theology

_____ Congregational Care and Ethics

_____ Mission and Evangelism

_____ Understanding the Call; Spiritual Gifts

_____ Basic Bible Training

_____ Satisfactory completion of at least one advanced course in lay ministry. Coursework or training in other settings may be counted to meet this requirement at the discretion of the board of ministry.

Name of course and date of completion

NOTE: If any or all these courses were taken in another conference, or through an approved seminary, please include documentation

_____ National background check.

_____ Written recommendation by the pastor and endorsement by majority vote of the pastor-parish relations committee and charge conference.

_____ Interview and approval by the Western Pacific Conference board of ministry or designee.

Recommended for certification by WPC BOM or designee: _____ Yes _____ No

If no, state reason(s): _____

Date: _____ Approval Authority: _____

**Recertification—¶ 502 Book Of Doctrines and Discipline
(Required every 3 years)**

_____ Submitted an annual report to charge conference and annual conference board of ministry outlining what ministry had been done during the year and giving evidence of satisfactory performance.

_____ Endorsement by majority vote of the charge conference annually.

_____ Written recommendation for renewal by the pastor.

_____ Obtained recommendation for recertification from presiding elder.

_____ Completion of an additional national background check every three years.

_____ Satisfactory completion of at least one additional approved Advanced Course in lay ministry.

_____ Interviewed with BOM (or designee) for recommendation of recertification.

Recommended for recertification by BOM or designee: _____ Yes _____ No

If no, state reason(s): _____

Date _____ Approval Authority: _____



CERTIFIED LAY MINISTER
Western Pacific Conference
RECOMMENDATION FORM
For Certification

Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Name of Church: _____ District: _____

Recommendation of Pastor or CLM under Appointment

I recommend this person to be certified as a lay minister.

Date: _____ Signed: _____
Title

Recommendation of Pastor-Parish Relations Committee

We recommend this person to be certified as a lay minister.

Date: _____ Signed: _____
Chair of SPRC or Equivalent

Recommendation of Charge Conference

We recommend this person to be certified as a lay minister.

Date: _____ Signed: _____
(Chair of the Church Council/Administrative Board)

Certification by Presiding Elder

I certify that the above recommendations were made in accordance with the Book of Doctrines and Discipline as well as the policy of the Western Pacific Conference.

Date: _____ Signed: _____
Presiding Elder



CERTIFIED LAY MINISTER
Western Pacific Conference
ANNUAL RECOMMENDATION FORM
For Recertification

Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

Phone: _____ Email: _____

Name of Church: _____ District: _____

Recommendation of Charge Conference

We recommend this person to be certified as a lay minister.

Date: _____ Signed: _____
(Chair of the Church Council/Administrative Board)

Certification by Presiding Elder

I certify that the above recommendation was made in accordance with the Book of Doctrines and Discipline as well as the policy of the Western Pacific Conference.

Date: _____ Signed: _____
Presiding Elder