

Background Check Instructions for Lay Speaker Certification

As of June 1, 2021 a criminal background check is required for certification and recertification as Lay Speaker. You may request a criminal and financial background check to be done if you plan attend the Certified Lay Minister Academy within a year.

1. Complete Indiana Conference Requirements for Lay Speaker Certification Form including the request for a background check and send it to your District Director of Lay Servant Ministries to request an interview with District Committee on Lay Servant Ministries.
2. Your district director will initiate the background check and you will be sent two forms from Michele Phillips to complete and return. **One of these forms requires a notary.**
3. Your district director will let you know when clear results have been received and an interview can be scheduled.

If you have questions about this process, please contact your District Director of Lay Servant Ministries.

Indiana Conference Lay Speaker Requirements for Recertification



Personal Information

Candidate's Name _____ Male Female
(As it will appear on certificate)
Ethnicity: African American Asian/Pacific Islander Caucasian/European
 Multi-Cultural/Global Native American Spanish/Hispanic/Latino

Address: _____

City _____ State _____ Zip _____

Primary Phone _____ Home Work Cell E-mail _____

District Central East North North Central Northeast
 Northwest South Southeast Southwest West

Name of Church _____

Church Address _____

City _____ State _____ Zip _____

Church Phone _____ Pastor Name _____

Lay Speaker Requirements

Initial Certification Date Issued _____

Required Lay Servant Ministries Advanced Course (must be completed within last three years)

Course Title _____

Completion Date _____

Interview with District Committee on Lay Servant Ministries Interview Date _____

Signatures

Candidate Signature _____ Date _____

District Director for Lay Servant Ministries Signature _____ Date _____

Pastor Recommendation _____ Date _____

Church Council or Charge Conference Recommendation _____ Date _____

Indiana Conference Committee on Lay Servant Ministries Use Only

Date Received: _____

Date Reviewed: _____

Approved for Recertification as Lay Speaker by
Indiana Conference Committee for Lay Servant Ministries

Yes No

Comments:

Indiana Conference Director of Lay Servant Ministries Signature: _____

Certificate Issued Date _____





Indiana Conference of the United Methodist Church

Request to Initiate a Background Check for Certified Lay Speaker Certification or Recertification

First Name

Last Name

Email

Phone

District

Certification Type

You may request one of two types of background checks. Only a criminal background check is required for certification as a lay speaker. However, if you plan to complete the Certified Lay Minister (CLM) Academy within the next 24 months, you may request the criminal and financial background check required to attend the CLM Academy.

Requested Background
Check Type

Type your full name as
a digital signature.

Date