

CLM Accountability

A major component to the formation of Certified Lay Ministers is that of accountability. CLMs are accountable to the Conference Committee on Lay Servant Ministries for overall oversight, to the district superintendent and/or supervising clergyperson for service, to the District Committee on Ministry for interview and recommendation of certification, and to the supervisory group within the ministry setting who will conduct a ministry review.

MINISTRY REVIEW

In order to renew recognition as a certified lay minister, the CLM must obtain a ministry review by the committee on pastor-parish relations, church council, or charge conference from the congregation of which he or she is a member, or when under assignment, from the committee on pastor-parish relations, charge conference, or supervisory board of the ministry setting in which he or she is assigned. (2016 BOD, par. 268.4.b)

A CLM is foundationally a Certified Lay Servant and should submit an annual report to his/her church or charge conference. Annual report forms for Certified Lay Ministers are available at:

<https://www.umcdiscipleship.org/resources/lay-servant-ministries-forms> .

The Mutual Ministry Team should also annually to review the Ministry Covenant. Both the Ministry Review and the Ministry Covenant should be submitted with the church's Annual Charge Conference materials with a copy to the Conference Committee on Lay Servant Ministries (or its equivalent). The ministry review will be used by the District Committee on Ministry for interview and recommendation purposes towards re-certification.

Suggestions for Ministerial Review/Evaluation

1. Because the ministry of the CLM is understood as a shared ministry within a ministry team, both the CLM and the congregation will be reviewed annually for ministry accomplishments.
2. The review of the congregation's ministry should determine what is going well, what needs improvement, and what new goals and directions are emerging in the congregation, as well as how the CLM, church leaders, and congregation can continue to grow together in mutual ministry.
3. The review of ministries is inclusive of: 1) the CLM, 2) lay leaders, 3) committees, and 4) the congregation, as it ministers to members and the larger community. Ministry is and must be mutual. Therefore, no individual's performance in ministry can be reviewed with fairness apart from the whole. This does not, however, exclude the individual personnel reviews of ministry staff done by the Council.
4. Evaluation will be done by the congregation's members and friends who identify themselves and should not be done anonymously.
5. The review process by the congregation should not to be tied to compensation issues.
6. Feedback from the review/evaluation should be given to the congregational members

dCOM INTERVIEWS

A certified lay minister, after he/she has applied in writing and had all requirements for certification or recertification reviewed by the conference committee on Lay Servant Ministries, or equivalent structure, is referred to the district committee on ordained ministry for examination (interview) and recommendation for both certification and re-certification.

SUGGESTED GUIDELINES For the District Committee on Ministry (dCOM)

1. Please remember CLMs are important to the ministry of The United Methodist Church. CLMs most often serve small membership churches or on staff at a larger membership churches as part of a ministry team. Many CLMs have family responsibilities and full-time jobs which limit the amount of time they have to work on committees, for study and to attend district/conference meetings.
2. Most CLMs have not had formal theological training. They have felt God's call to ministry and need our patience, support and guidance as they explore this call.
3. The dCOMs have an important role to play with CLMs in interviewing and recommending for certification. They are charged with interviewing a candidate to help them in the discernment process and to determine fitness and potential for ministry. The CLM program will train CLMs for service in ministry and the District Superintendent assigns CLMs to a specific ministry once they are approved for certification by the Conference Committee on Lay Servant Ministries (or equivalent). Interview committees should be looking at a candidate's openness to grow, willingness to be part of the covenant, and for commitment to the doctrines of The United Methodist Church.
4. The Certified Lay Minister program has four training modules and specialization studies. A lay person can only be certified after completing all four modules or equivalent (and courses required for specialization, if required).
5. It is encouraged for CLMs to meet with the dCOM for introduction prior to completion of training. The CLM would then meet with the dCOM after training for purposes of interview and recommendation for certification. (Please check with your annual conference as to process required in that context.)
6. Background checks are encouraged for CLMs to serve in any kind of ministry in the local church. If a CLM is asked to serve a local church in a ministerial role as part of a ministry team, it is recommended that he/she complete psychological evaluation.
7. CLMs are required to complete a continuing education event every two years. Lay Servant Ministry advanced courses meet this requirement.
8. John Wesley and Francis Asbury believed that all pastors, both lay and clergy, should read and continue to grow and develop as spiritual leaders. The dCOM after meeting with a candidate might require the candidate to further study a particular area of ministry, perhaps working with a mentor or coach.

Suggested Questions for Candidates for Certified Lay Ministry

By Church Council or Charge:

It is recommended that Wesley's historic questions be used by the church council or charge conference when considering someone for Certified Lay Ministry. These questions do not need to be asked but they should be part of the consideration process as the group reflects on the candidate:

1. *Do they know God as a pardoning God? Have they the love of God abiding in them? Do they desire nothing but God? Are they holy in all manner of conversation?*
2. *Have they gifts, as well as evidence of God's grace, for the work? Have they a clear, sound understanding; a right judgment in the things of God; a just conception of salvation by faith? Do they speak justly, readily, clearly?*
3. *Have they fruit? Have any been truly convinced of sin and converted to God, and are believers edified by their service?*

As long as these marks occur in them, we believe they are called of God to serve. These we receive as sufficient proof that they are moved by the Holy Spirit. (2016 BOD ¶ 310.1.d.)

By District Committee on Ordained Ministry

Once a person has received the recommendations from his/her pastor and church council or charge conference and his/her district superintendent, has completed the required course work, and is appearing before the District Committee on Ordained Ministry for interview and recommendation of certification or re-certification as a CLM, it is recommended that Wesley's historic questions be asked again as well as specific questions concerning the person's effectiveness in ministry. The following is a list of suggested questions and talking points to be used by dCOMs:

- Tell us about your faith journey and your understanding of the Call of God upon your life.
- How would you describe your understanding of God, Christ, and the work of the Holy Spirit?
- How have you experienced the presence of God in your ministry?
- Tell us about a leadership experience you have had in the local church within the last year.
- Share with us a conflict situation in which you have been involved and how you dealt with it.
- Tell us how your service in your local church has demonstrated your appreciation of the history, doctrine, polity, worship and liturgy of The United Methodist Church.
- What gifts, skills, and abilities do you bring to certified lay ministry?
- Describe the covenant you have developed with your Mutual Ministry Team.
- Where do you feel your ministry needs to be strengthened?
- What are you doing for personal spiritual growth?
- What are you doing to take care of yourself physically?