



**The United Methodist Church**  
**GREENWOOD DISTRICT**  
**SOUTH CAROLINA CONFERENCE**  
P. O. BOX 49968  
1633 RIVERS STREET  
GREENWOOD, SOUTH CAROLINA 29649

TO: All Pastors  
All Lay Servants

FROM: Cathy Trevino, Director  
Greenwood District Lay Servant Ministries

SUBJECT: 2021 FALL LAY SERVANT MINISTRY SCHOOL

The Greenwood District Fall Lay Servant Ministry School is set for Oct. 24 and Oct. 31, 2021. These sessions will be held at St. Mark UMC in Greenwood.

We will be offering five courses:

- **Basic Course:\*\*** This course is required of all those who wish to be certified as a Local Church Lay Servant. If this is your first application to become a Lay Servant, you need to register for this course. Registration fee is \$20.00.
- **Discovering Your Spiritual Gifts:\*\*** This course helps participants understand spiritual gifts and how the church can use them to fulfill its mission and ministry. Participants will also learn what it means to be a spiritual leader and will be equipped to lead others in exploring and using their spiritual gifts. Prerequisite – Basic. Registration fee is \$20.00.
- **Polity:\*\*** This course gives participants an overview of the structure and organization of The United Methodist Church. Prerequisite – Basic. Registration fee is \$20.00.
- **Planning Worship:** This course builds on the course Leading Worship, and it is grounded in the principles and practices of worship planning. Prerequisite – Basic and Leading Worship. Registration fee is \$20.00.
- **Teach Adults:** This course is designed to help provide a basic understanding of the ways in which adults learn and grow. Prerequisite – Basic. Prerequisite can be waived for those wanting to lead Bible Studies or Sunday School classes only.

\*\* denotes required classes to be considered for Certified Lay Speaker/Minister.

The guidelines in the *2016 Book of Discipline* indicate that individuals seeking recognition as Certified Lay Servants or Lay Speakers should take at least one advanced course every three years. If an advanced course is not taken in that time period, then the individual will be required to re-take the Basic Course for continued certification.

The registration form is included with this letter. Please note that the **registration deadline is October 1, 2021. No registrations will be accepted after this date.** The registration information

and form will ALSO be available online: <http://www.umcsc.net/greenwood/home/>. Look for the link for Lay Servant Ministries on the right-hand side of the page. Please complete the registration form and mail it with your registration fee to the Greenwood District Office, PO Box 49968, Greenwood, SC 29649. Please order your books in advance so you will have them for the first session on Oct. 24th. Order information for these Course books is included with this letter and will also be available online: <http://www.umcsc.net/greenwood/home/>.

We look forward to seeing you on Zoom on October 24<sup>th</sup> and 31st. All sessions must be attended in order to receive certification. If you have any questions, please feel free to contact Cathy Trevino, District Director of Lay Servant Ministries at (864-992-2228 or [gwdlsmdir@gmail.com](mailto:gwdlsmdir@gmail.com)) or the district office ([gwdist@umcsc.org](mailto:gwdist@umcsc.org) or 864-223-2650).

**Reminder:** Once you have taken a Lay Servant course and have become either a Local Lay Servant or a Certified Lay Servant you are to submit the annual report of the Lay Servant to your 2021 Charge Conference and all subsequent Charge Conferences in order to remain Certified. Anyone seeking to become a Lay Servant must submit his/her application to his/her pastor to be approved by the Charge Conference. All reports and applications must be signed by the pastor and by the District Superintendent. The Lay Servant annual report and application is available online on the Greenwood District web page (<http://www.umcsc.net/greenwood/home/>). A copy of the Report to the Charge Conference is attached to this email. Please use this one. Also attach the signature page to the report when it is turned in.