



## The United Methodist Church

GREENWOOD DISTRICT  
SOUTH CAROLINA CONFERENCE  
P. O. BOX 49968  
1633 Rivers Street  
GREENWOOD, SOUTH CAROLINA 29649

To: Lay Servants and Pastors  
From: Susan Roberts, Director  
Re: Greenwood District Lay Servant Ministries

SUBJECT: 2026 FALL LAY SERVANT MINISTRY SCHOOL

Dear all,

Please share this information in your church bulletins and announcements.

The Greenwood District Spring Lay Servant Ministry School is scheduled:

September 18th - 6:30-8:30 pm via ZOOM

September 19th- 8:30-1:30pm with box lunch provided- in person

September 20th- 2:00-5:00 pm. In person

These sessions will be held at Main Street UMC located at 211 Main Street N,  
Greenwood, S.C. 29646

We will be offering four courses: Registration fee for all courses is \$10.00.

Basic with Youth Addendum

Heritage

Polity

Justice in Everyday Life

Students are responsible for providing and reading their textbooks before the class. The guidelines in the 2024 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 **September 11, 2026**. The registration information and form will ALSO be available online at the District web page: <http://www.umcsc.org/greenwood>. Please complete the registration form and mail it with your registration fee to the Greenwood District Office, 1633 Rivers Street, Greenwood, SC 29649 . Please order your books in advance so you will have them for the class. Order information for these Course books is included with this letter and will also be available online: <http://www.umcsc.org/greenwood>. (Please note that registration will also be online on the Conference Website. Information on how to register will go out some time in the next week or so)

If you have any questions, please feel free to contact Susan Roberts, District Director of Lay Servant Ministries at (864-992-8067 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 2026 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 on the Greenwood District web page <http://www.umcsc.org/greenwood> the Report to the Charge Conference.