

February 12, 2018

To Whom It May Concern:

Certified Lay Minister (CLM) candidates are subject to background checks. As specified in Book of Discipline 268.3.e, all requirements for certification as a Lay Minister must be met, "...including appropriate screening and assessment as defined by the annual conference." "Screening and assessment" includes the basic background check as conducted for clergy candidates by the Florida Conference Office of Clergy Excellence. The "assessment" portion includes the review, appraisal and "written recommendation from the pastor and the church council or charge conference of the local church in which he or she holds membership" (268.3.b).

When a qualified and trained Lay Minister is assigned by the District Superintendent to do the work of ministry in a pastoral charge that is not served by an ordained or licensed minister, a psychological assessment for the Lay Minister is required. Such lay ministers are accountable to the District Superintendent and serve as part of a ministry team with the supervision and support of another ordained or licensed minister appointed to oversee the charge, who will make provision for sacramental ministry. In other roles where the pastor, superintendent or district committee on ordained ministry believe a full psychological assessment is necessary, the lay minister will comply.

Psychological assessment will consist of the standard clergy psychological assessment package as defined by the Office of Clergy Excellence. The cost of the psychological assessment will be the responsibility of the Lay Minister but may be reimbursed or subsidized by the local church, district or conference. Consideration should be given for the volunteer status of the Lay Minister.

Sincerely,

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