

Sample Covenant for Certified Lay Ministers (CLMs) and CLM Candidates Preface

The Certified Lay Minister or Certified Lay Minister Candidate is one who provides basic ministerial leadership on a part-time basis to benefit certain local churches. The CLM is a lay person who is involved in ongoing training and supervision through the elders of our annual conference. Assigned by the district superintendent, the CLM will provide pulpit coverage, some visitation, and leadership for the local church/charge. The CLM is not authorized to celebrate the sacraments of baptism and holy communion and is not permitted to perform weddings. The CLM is not to be involved in ministry beyond the local church such a nursing home or hospital chaplaincy and worship services etc. Other tasks of ministry are included in the covenant below established between the local church, certified lay minister (candidate), supervising elder, and district superintendent.

All of the Covenant items listed in the sample may NOT apply to all CLM assignments. Under the responsibilities of the CLM items can be modified for the particular situation. Other duties a CLM such as Bible Study, Youth Ministry, etc., may be added to the CLM's responsibilities.

The covenant may also add arrangements for the CLM's vacation time, days off, etc. based on the CLM's primary work schedule. Additional responsibilities for the church/charge should be considered in determining compensation or if church members will be participating in additional tasks of ministry. Some CLM's may serve an assignment as a volunteer. In such case, the charge is strongly encouraged to provide compensation for mileage.

Remember this is a sample and the covenant should be modified to reflect the particular assignment. However, please note that the monthly meetings of the Supervising Elder and the CLM or CLM candidate are not optional. Communication with the SPRC or designated SPRC member(s) should be frequent but may include phone, email or face to face meetings.

The Certified Lay Minister Covenant

To serve Jesus Christ in the Susquehanna Conference of The United Methodist Church, the following covenant is established between *(church/charge)* and *(name of CLM/CLM Candidate)*:

Certified Lay Minister (CLM) or CLM Candidate will:

1. Prepare a worship service (& *bulletin*) weekly and preach on Sunday at:
(note times and place)
2. Arrange for caring, compassionate, and prayerful visits for those who are hospitalized, bereaved or in crisis.
3. Attend the following meetings: (list meetings, along with times – i.e. 3rd Tuesday at 7:00)
4. Meet monthly with the SPRC (or delegates) and supervising elder to discuss the way this covenant is being lived out in community.
5. Conduct funerals as the CLM's secular work schedule permits or make arrangements for clergy coverage as requested by families.
6. Spend an average of *(# of hours)* hours per week serving this church/charge.
7. Meet every six months with the District Committee on Ordained Ministry. The DCOM will arrange date and time.

The Local Church/Charge will:

1. Support the certified lay minister's (or CLM candidate's) ministry with prayer, presence and assistance in the tasks of ministry.
2. Care for each other (all members of the church family) through caring, compassionate, and prayerful visitation as requested by the CLM.
3. Provide financial compensation as negotiated by the district superintendent as follows:
 - a. Mileage/travel reimbursement for CLM
 - b. Salary (optional)
 - c. Mileage/travel reimbursement for supervising _____
elder for supervision in church/charge
4. Make sure that the CLM or CLM candidate has adequate time for family, primary work responsibilities, and recreation.
5. Assign SPRC or designated SPRC members to meet monthly with the CLM to provide encouragement, support and feedback and to receive the same with respect to this covenant.

The Supervising Elder will:

1. Arrange for an on call pastor/pulpit coverage for the CLM's vacation or time needed for the CLM's primary work responsibilities.
2. Provide supervision and mentoring for the CLM or CLM candidate.
3. Meet or converse (phone, email, etc.) at least monthly with the SPRC or designated SPRC members
4. Meet with the CLM to provide support, encouragement and guidance for this process. Review and update covenant at least yearly.
5. Help to arrange for sacramental coverage for the church/charge.
6. Provide quarterly reports to the DS regarding the way this covenant is being lived out by the CLM (CLM candidate) and the local church/charge.

Additional Provisions Specific to This Assignment:

Signatures

We enter into the covenant specified above effective _____.
(date)

We understand that this covenant can be terminated at any time by the district superintendent and can be modified by agreement of all those who have signed below (or in the future hold the same office as the current signers.)

We further covenant to pray for each other for the duration of this covenant that the covenant we join may glorify God and help us to make disciples of Jesus Christ for the transformation of the world.

District Superintendent _____

CLM or CLM Candidate _____

SPRC Chairperson _____

Supervising Elder _____