



# LEADERSHIP

UNITED METHODISTS  
OF GREATER NEW JERSEY

## Certified Lay Minister Course 2023

### Resourcing & Homework

There are 4 Modules of Reading for the Certified Lay Minister Course produced by Discipleship Ministries. These modules of reading will be provided to you by January 24<sup>th</sup>. There may be additional texts that you will need to purchase for the course.

#### Welcome Evening and Breakthrough Preaching Format

Prior to Tuesday, January 24<sup>th</sup> meeting on Zoom:

- Review The Breakthrough Worship Series called [“Celebrate”](#)
  - Pay careful attention to the “Celebrate Preaching Resource”, which is available in Word and PDF format on the above link
- Review a sample sermon outline found in the [2020 Breakthrough Guide](#) on page 19
- Bring a Sunday morning worship bulletin
- Purchase a 2016 Book of Discipline if you do not already have access to a copy
- Speak to your pastor about the possibilities of making a pastoral call or pastoral visit by April 29<sup>th</sup>

#### CLM Module 1: What does worship look like? What are you called to be a CLM?

Prior to Thursday, February 2<sup>nd</sup> meeting on Zoom:

- Read Module 1: pages 1-9, 14-16
- Watching the following video: <https://www.youtube.com/watch?v=-lxUXQjHVEQ>
- Complete the [Spiritual Gifts Survey](#)
- Complete the [Disc Assessment](#)

#### Preaching Instruction

Prior to Saturday, February 4<sup>th</sup> meeting in person at the Mission and Resource Center

- Review [Preaching Resources Page](#)
- Bring your bible
- Read Module 2: pages 1-53
- By February 20<sup>th</sup>: Submit sermon to Joanne via email at [jsullivan@gnjumc.org](mailto:jsullivan@gnjumc.org)
  - Title your document “Sermon by *First and Last Name. Sermon Title*”
  - Manuscript should be typed in Times New Roman, 12 pt font, double spaced with your name on each page.
  - The sermon should be a 10-15 minute original sermon that you are prepared to preach on in class on March 4<sup>th</sup> based on ONE of the identified scriptures from the *Breakthrough* series “Celebrate”.
  - Consider using the preaching feedback form to receive feedback on your sermon from someone before submission. The form will help guide our preaching sermon feedback session on March 4<sup>th</sup>.
- For next session: Purchase [“Our Method & Our Mission”](#)

## Polity

Prior to Thursday, March 2<sup>nd</sup> meeting on Zoom:

- Read Module 2: pages 1-38
- [“Our Method and Our Mission”](#) discussion

Optional Additional Readings:

- Download and Read: [“By Water and the Spirit”](#)
- Download and Read: [“This Holy Mystery”](#)

## Preaching the Sermon

Prior to Saturday, March 4<sup>th</sup> meeting in person at the Mission and Resource Center

- Read Module 2: pages 83-117
- [Take the Enneagram Test](#) to start discerning your enneagram type

## Leadership Styles & Development

Prior to Thursday, March 16<sup>th</sup> meeting on Zoom:

- Read Module 3: pages 1-38

## Congregational Care and Funerals & Overview of Theology

Prior to Saturday, March 25<sup>th</sup> meeting in person at the Mission and Resource Center

- Read Module 4: Leadership & Development
- Bring [“Our Method and Our Mission”](#) to finish discussion
- Bring a copy of the UMC Book of Worship and the UMC Hymnal
- Consider an aspect of congregational/pastoral care that is a personal challenge.
- Review [Right Listening by Mark Brady](#). Select at least one of the practices that will impact your listening skills. Use that practice for at least one week before class. Make note of the impact the practice has on your listening skills
- Review in the UMC Book of Worship: Services of Death and Resurrection, pages 139-169
- Review the [sample of a Funeral Sermon](#)
- By April 17<sup>th</sup>: Funeral Sermon Assignment:
  - Select an obituary of someone that you do not know. Write a funeral sermon based on the obituary. Include the printed obituary and scripture before the sermon.
  - Sermons should be double-spaced in 12-point font of Times New Roman. Make sure your first and last name is on each page. Submit the sermon in a file titled "Your Name\_Funeral Sermon" to Joanne Sullivan (jsullivan@gnjumc.org) by April 17<sup>th</sup>.
  - This is a written assignment, meaning the sermon will not be preached in class.

## Mock Interviews & Self Care

Prior to Thursday, March 30<sup>th</sup> meeting on Zoom:

- Read Module 1: pages 9-12
- Reminder funeral sermon due on April 17<sup>th</sup> (see above)

## Safe Sanctuaries

Prior to Tuesday, April 25<sup>th</sup> meeting on Zoom

To be Safe Sanctuary Certified there is a 1-hour online training that will need to be completed called *Sexual Abuse Prevention Training*. This 1-hour training class will need to be completed online between April 25<sup>th</sup>, 2023 and April 29<sup>th</sup>, 2023. Information will be provided during the April 25<sup>th</sup> class.

Please read and write out responses to the following questions:

- Why do you think a local church needs a Safe Sanctuary Policy?

- How would you use the Wesleyan Quadrilateral (Scripture, Reason, Tradition, and Experience) to explain to your congregation why having a plan/policy/procedure to protect youth, children, and vulnerable adults is necessary and of biblical importance?
- What kinds of ministries do you have currently at your church or that you might want to one day have that would require you to think through safe sanctuaries?
- If your church were adamant against a Safe Sanctuaries policy, how would you help them to see its importance and how, even if you are in a small church, you might be able to be creative enough to make it happen?

Review the [Safe Sanctuaries Checklist](#)

Review the [Safe Sanctuaries Proposed Sample Policy](#)

### **Finance, Shared Ministry, and Stewardship & Next Steps**

Prior to Saturday, April 29<sup>th</sup> meeting in person at the Mission and Resource Center

- Read Module 1: pages 9-12
- If possible, do a congregational care visit with your pastor and be prepared to share your experience with the CLMs.
- [Review this link](#) and read the job descriptions of the following leadership positions: finance chairperson, treasurer, and financial secretary.
- Peruse the following links:
  - [The Lewis Center for Church Leadership](#)
  - [Horizons Stewardship](#), and sign up for Giving365
  - [Discipleship Ministries Stewardship](#)
- Read the linked article, [“The Spirituality of Fundraising”](#)