



DEPARTMENT OF LAY MINISTRY
Christian Methodist Episcopal Church
EPISCOPAL DISTRICT
LAY VICE PRESIDENT



~DUTIES AND RESPONSIBILITIES~

1. Shall operate in cooperation with the Department of Lay Ministry under the administration of the General Secretary of Lay Ministry.
 2. Shall work in cooperation with the Connectional Lay Council President in strengthening Lay Ministry, particularly at the Regional Level.
 3. Shall assist in the communication and interpretation of the Department of Lay Ministry Beliefs and Objectives.
 4. Shall seek to attend and be an active participant at the Connectional Lay Institute.
 5. Shall be prepared to preside at the Connectional Lay Institute if called on.
 6. Shall, if called on, assist the General Secretary and the Connectional Lay Council President in carrying out the teaching and training processes for the laity during the yearly *CME Convocation (*soon to be renamed).
 7. Shall communicate with, encourage, and assist the various Regional Lay Leaders in his/her Episcopal District in strengthening and furthering lay ministry.
 8. Shall assist and assume a leadership role in sharing and promoting lay teaching and training materials among the various Lay Leaders in his/her Episcopal District.
 9. Shall assist in promoting National Lay Day and the encouraging the use of lay speakers during National Lay Day Services.
 10. Shall assist in promoting educational readiness of our youth and the application process for the Graham-Webb Scholarship.
 11. Shall show a willingness to provide input in development and revision of the Lay Manual of the Department of Lay Ministry.
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