

## GOAL SETTING FOR REGISTERED STUDENT ORGANIZATIONS

Make sure your goal is SMART:	Questions to Consider...
<b>SPECIFIC</b>	<ul style="list-style-type: none"> <li>• <i>Does your goal clearly and specifically state what you are trying to achieve?</i></li> <li>• <i>If your goal is particularly large, try breaking it down into smaller, specific SMART goals.</i></li> </ul>
<b>MEASURABLE</b>	<ul style="list-style-type: none"> <li>• <i>How will your group know if progress is being made on achieving your goal?</i></li> <li>• <i>Can you quantify or put numbers to your outcome?</i></li> </ul>
<b>ATTAINABLE</b>	<ul style="list-style-type: none"> <li>• <i>Is achieving your goal dependent on anyone else?</i></li> <li>• <i>What factors may prevent you from accomplishing your goal?</i></li> <li>• <i>How can you overcome these factors?</i></li> </ul>
<b>RELEVANT</b>	<ul style="list-style-type: none"> <li>• <i>Why is this goal important to your organization?</i></li> <li>• <i>What values or parts of your organization's mission does this goal reflect?</i></li> <li>• <i>What effect will achieving this goal have on others?</i></li> </ul>
<b>TIMELY</b>	<ul style="list-style-type: none"> <li>• <i>When will you reach your goal?</i></li> <li>• <i>Again, if your goal is particularly large, try breaking it down into smaller goals with appropriate deadline.</i></li> </ul>

Today's Date: \_\_\_\_\_ Date by which you plan to achieve the goal: \_\_\_\_\_

***What is your goal in one sentence? What's the bottom line?***

---



---



---



---



---

***The benefits of achieving the goal will be:***

---



---



---



---



---

## VERIFY THAT YOUR GOAL IS SMART

**Specific:** *What exactly will you accomplish?*

---

---

---

---

**Measurable:** *How will you and your team know when you have reached your goal?*

---

---

---

---

**Attainable:** *Is attaining this goal realistic with effort and commitment? Do you have the resources to achieve this goal? If not, how will you obtain the resources?*

---

---

---

---

**Relevant:** *How does this goal advance the mission and vision of your organization?*

---

---

---

---

**Timely:** *When will you achieve the goal?*

---

---

---

---

## ACTION PLAN

*What specific steps must you take to achieve your goal?*

To Do List Item	Expected Completion	Actual Completion

## OBSTACLES & CHALLENGES

*What obstacles do you anticipate may stand in the way of you achieving your goal?*

Potential Obstacle	How will you address this?

## NETWORK OF SUPPORT & ACCOUNTABILITY

*When working towards a goal, it is helpful to have one or more people who you agree to check in with on a regular basis. Keeping others informed of your progress can be a useful external motivator.*

1. Talk with 1-2 individuals who will genuinely want to see you succeed in achieving your goal.
2. Explain to them why achieving this goal is important to you.
3. Ask if they will support you and hold you accountable in reaching your goal.
4. Select and agree upon future dates/times you will report updates on your progress.

Support Person	What can they help with?	How often will you meet/update them?

***Schedule a meeting with your Student Involvement Organization Liaison or your faculty/staff advisor to review your goals for this semester and complete your action plan!***