

S.M.A.R.T Goals

Whether we want to improve, learn a new skill or create a new healthy habit, we can all agree it is good to define the things we would like to accomplish. It helps to have a guide to keep you and your mentee on track and identify needed support.

Setting S.M.A.R.T goals while mentoring provides direction. It allows the mentor to understand and gain insight into how they can help the mentee achieve their goals, while allowing the mentee to understand what they need to do to fulfill the goals they set.

S.M.A.R.T is an acronym. A S.M.A.R.T goal is smart because it is:

S - Simple, sensible, significant

M - Meaningful, motivating

A - Agreed

R - Reasonable, resourced, result-based

T - Time-based, time-limited, time/cost-limited, time-sensitive

Here are some questions about goal setting:

- What are your five-year goals? Ten-year goals?
- What is the motivation behind your goals? Why are they important to you?
- What steps do you need to take to accomplish your goals? How can I help you
Your goals?
- How often do you want to check in with your goals and progress?

How do I decide my SMART Goals? (How big? How many?)

SMART goals are meant to address all of your mentees goals either personal or professional. Remember, goals are intended to focus attention and resources on what is most important so that you can be successful in achieving your priorities. SMART Goals are goals for your day-to-day job.

Common types of goals are to:

- Increase something
- Make something
- Improve something
- Reduce something
- Save something
- Develop someone (yourself!)

To learn more about S.M.A.R.T Goals, visit the Develop Good Habits website at, <https://www.developgoodhabits.com/smartgoals/>

Start using your S.M.A.R.T Goals Worksheet when you meet with your mentee!

S.M.A.R.T. Goal Setting Worksheet

<p>Initial Goal</p>		
<p>S Specific</p>	<p>In order for a goal to be effective, it needs to be specific. A specific goal answers these questions:</p> <p>What needs to be accomplished? Who's responsible for it? What steps need to be taken to achieve it?</p>	
<p>M Measurable</p>	<p>Making sure the goals are measurable makes it easier to track progress and know when you've reached the finish line.</p> <p>Is your goal measurable? How will we know when it's done? What is the deadline to meet this goal?</p>	
<p>A Achievable</p>	<p>Can you reach the goal taking into account your available time, and skill set? Is the goal doable?</p>	
<p>R Realistic</p>	<p>Is your goal realistically achievable within the given time-frame and with the available resources?</p>	
<p>T Timely</p>	<p>Set a start and deadline for your goal.</p>	

The Important of Setting Smart Goals by Madison Merrihew August 4, 2017

<https://www.hydratemarketing.com/blog/the-importance-of-setting-smart-goals>