

# S.M.A.R.T GOALS

This worksheet will help you set goals that are **Specific, Measurable, Achievable, Relevant, and Time-Bound**. Use it to chart a course for an exciting new chapter in your life!

## SPECIFIC

What exactly do you want to achieve? Be clear and avoid vague statements. Here are some examples:

- **Explore a new career:** "I will research three potential career paths in the environmental field by the end of the month."
- **Rekindle a passion:** "I will enroll in a beginner pottery class for 6 weeks to explore my interest in ceramics."
- **Build a new social circle:** "I will join an online book club with a focus on historical fiction and actively participate in discussions for the next 3 months."

## MEASURABLE

How will you track your progress? Define success in a way you can quantify.

- **Explore a new career:** "I will attend two online career information sessions this week to learn about skills and education needed for environmental jobs."
- **Rekindle a passion:** "I will create at least two pottery pieces by the end of the class."
- **Build a new social circle:** "I will comment on at least two posts in the online book club every week."

## ACHIEVABLE

Is your goal realistic for your current situation and abilities? Set yourself up for success with achievable milestones.

- **Explore a new career:** "I will attend two online career information sessions this week to learn about skills and education needed for environmental jobs."
- **Rekindle a passion:** "I will create at least two pottery pieces by the end of the class."
- **Build a new social circle:** "I will comment on at least two posts in the online book club every week."

## RELEVANT

Does this goal align with your interests and desires? Choose something that excites you and fits your lifestyle.

- **Explore a new career:** "Choosing a career path that aligns with my environmental values is important to me."
- **Rekindle a passion:** "Being creative and working with my hands brings me joy."
- **Build a new social circle:** "Connecting with people who share my interest in historical fiction will be stimulating and enjoyable."

## TIME-BOUND

Set a specific timeframe for reaching your goal. This creates a sense of urgency and keeps you motivated.

- **Explore a new career:** "I will finalize my top career choice by the end of next quarter."
- **Rekindle a passion:** "I will set up a dedicated pottery workspace in my home within the next month."
- **Build a new social circle:** "I will join a local historical society within the next 6 months to expand my social circle with like-minded people."



# WRITING A S.M.A.R.T. GOAL

GOAL: \_\_\_\_\_

1. **Specific.** What will the goal accomplish? How and why will it be accomplished?

2. **Measurable.** How will you measure whether or not the goal has been reached (list at least two indicators)?

3. **Attainable.** Is it possible? Have others done it successfully? Do you have the necessary knowledge, skills, abilities, and resources to accomplish the goal? Will meeting the goal challenge you without defeating you?

4. **Relevant.** What is the reason, purpose, or benefit of accomplishing the goal? Does it address an identified need?

5. **Time-bound.** What is the established completion date and does that completion date create a practical sense of urgency?

REVISED GOAL: \_\_\_\_\_