

Goals should be SMART!

S M A R T Goals		
S	Specific	<ul style="list-style-type: none"> • What do you want to achieve? • What are your expectations?
M	Measurable	<ul style="list-style-type: none"> • How will you know when you have achieved the goal/s? • What steps/milestones do you need to complete to reach this goal?
A	Achievable	<ul style="list-style-type: none"> • Are you able to reach your goal with current abilities and skills? • Are you willing and able to learn new skills and obtain more knowledge where necessary to achieve your goals? <p>(Identify and build your strengths!)</p>
R	Realistic	<ul style="list-style-type: none"> • Is your goal achievable in terms of your knowledge, time and resources? • Are there any obstacles that will be a barrier to achieving this goal (and can you overcome)?
T	Time bounded	<ul style="list-style-type: none"> • What is the time frame for goal achievement? • Do you have enough time / will you make time?

This may be useful to assist with setting your goals for your Career Action Plan.

	Goal 1	Goal 2	Goal 3
S			
M			
A			
R			
T			

Examples of SMART Goals

“To obtain an electrical apprenticeship as my first job when I finish high school.”

“To obtain work experience in my desired field with a local company by end of first term Grade 12.”

The following are not SMART Goals

“To become an electrician.”

“To obtain work experience.”