

# Setting SMART Goals

## ESTABLISH SMART JOB SEARCH/EDUCATION GOALS

- **Specific**
  - Ensure your goal answers the questions: who, what, when, where, which, and why?
- **Measurable**
  - Establish concrete criteria for measuring your progress.
- **Attainable**
  - Ensure the goal is possible given your circumstances.
- **Relevant**
  - Be sure the goal represents an objective toward which you are willing and able to work.
- **Timely**
  - Ground your goal within a timeframe.

Identify goals for:

- Your degree program/ideal position (including university, college, industry, company, work environment, modality and anything else important to you)

S: \_\_\_\_\_

M: \_\_\_\_\_

A: \_\_\_\_\_

R: \_\_\_\_\_

T: \_\_\_\_\_

- Your ideal salary and compensation package

S: \_\_\_\_\_

M: \_\_\_\_\_

A: \_\_\_\_\_

R: \_\_\_\_\_

T: \_\_\_\_\_

- When you expect to start school or get a job

S: \_\_\_\_\_

M: \_\_\_\_\_

A: \_\_\_\_\_

R: \_\_\_\_\_

T: \_\_\_\_\_

- Weekly job applications

S: \_\_\_\_\_

M: \_\_\_\_\_

A: \_\_\_\_\_

R: \_\_\_\_\_

T: \_\_\_\_\_

- Weekly networking contacts

S: \_\_\_\_\_

M: \_\_\_\_\_

A: \_\_\_\_\_

R: \_\_\_\_\_

T: \_\_\_\_\_