
Introduction to the *Goal-Setting Template*

Purpose: The Professional Goal-Setting Template allows mentors and Resident Educators to collaborate on a goal-setting process to guide the RE's growth for the academic year.

Directions:

1. Collaboratively with your evaluator and mentor, identify **two** goals that are specific, measurable, attainable, relevant and time-bound (SMART). These should align with the two priorities identified on the *Self-Assessment Summary for Resident Educators* and other data.
2. Identify strategies needed and specify action steps to meet each goal, with a clear timeline, and evidence that will show completion of each goal. Use **two** goal-setting templates (one for each goal).
3. At mid-year and end-of-year, review your progress toward goal attainment, outlining the actions taken and the evidence which supports it. Revise goals as needed.

Goal-Setting Template

Resident Educator: _____

Mentor: _____

Grade Level/Subject Area: _____

Date: _____

SMART GOAL #1:
Strategies needed to attain goal:
Beginning of Year

| Planned Action Steps | Timeline |
|------------------------------|------------------|
| | |
| Evidence Indicators/Outcomes | Resources Needed |
| | |

| Mid-Year Review | |
|-------------------------------------|-------------------------|
| Planned Action Steps | Timeline |
| | |
| Evidence Indicators/Outcomes | Resources Needed |
| | |
| End-of-Year Review | |
| Planned Action Steps | Timeline |
| | |
| Evidence Indicators/Outcomes | Resources Needed |
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Goal-Setting Template

Resident Educator: _____

Mentor: _____

Grade Level/Subject Area: _____

Date: _____

SMART GOAL #2:

Strategies needed to attain goal:

Beginning of Year

| Planned Action Steps | Timeline |
|------------------------------|------------------|
| | |
| Evidence Indicators/Outcomes | Resources Needed |
| | |

| Mid-Year Review | |
|-------------------------------------|-------------------------|
| Planned Action Steps | Timeline |
| | |
| Evidence Indicators/Outcomes | Resources Needed |
| | |
| End-of-Year Review | |
| Planned Action Steps | Timeline |
| | |
| Evidence Indicators/Outcomes | Resources Needed |
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