

## A & S Peer Mentor Handbook 2016 - Appendix A

### Goal Setting Worksheet

#### Step 1

- Write down your goal in as few words as possible.

• My goal is to \_\_\_\_\_

- **Areas of mentorship:** Circle at least one area to focus on

- building community                      involvement/inclusion
- making connections                      positive leadership
- group communication                      supportive environment

#### Step 2

- Make your goal detailed and specific

• My goal is to \_\_\_\_\_

- (answer the who, what, when and where and how)

- HOW will you reach this goal? List at least 3 action steps (be specific):

• 1. \_\_\_\_\_

• 2. \_\_\_\_\_

• 3. \_\_\_\_\_

• \_\_\_\_\_

#### Step 3

- Make your goal measurable

- I will measure/track my goal by using the following methods:

• \_\_\_\_\_

- I will know I have reached my goal when

• \_\_\_\_\_

**Your goal will be Attainable - if you ask yourself these questions:**

What additional resources do I need for success?

How will I find/make the time?

What things do I need to learn more about?

Who are the people I can talk to for support?

**Make your goal Relevant to Mentoring:**

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List why this goal is important to mentoring

This goal is important to my mentoring because

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**Make your goal timely, and revisit your goal through the term:**

My halfway measurement will be on \_\_\_\_\_ (date)

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