SMART Goals

What does your library want to do and how will your work help to reach those goals?

S — What are the **Specific** outcomes that your library leadership wishes to see?

M — How will you **Measure** your success? How will you know when you've reached your goal?

A — Are your goals **Attainable**? How confident are you that you can reach these goals?

R — Does this goal feel **Relevant** or worthwhile to you and your co-workers? If so, how? If not, why not?

T — How much **Time** do you estimate it will take to reach these goals? How much time to you have to work on these goals? Are there other tasks you can delegate or trim to make room for this work?