

# Agile SMART Goals

## What are SMART Goals?

3-5 goals set at the start of employment to provide a sense of direction, motivation and clarity of purpose. Traditionally, the SMART acronym stands for Specific, Measurable, Achievable, Realistic, and Timely.

## What happens if we make them Agile SMART Goals?

Flexibility. Agile SMART goals account for work evolving from the drafting stage to when student employees are evaluated. Agile goals allow for student employees to learn and grow, without getting boxed into rigid, demotivating targets. Agile goals bake in shifting expectations and environmental changes. Stuff happens. Things change. Goals should too.

### S = Small and Specific

Who or what is involved? Consider starting small. Goals don't need to be massive, they just need to be challenging. We recommend breaking large ideas into smaller chunks, especially if the student employee is new to your department. For ideas on small and specific goals, go back to the student employee job description duties and the supervisory relationship questionnaire.

### M = Meaningful and Measurable

Connection to purpose or vision and how will it be done? Think about why this goal is connected to the overall purpose or vision on the department. The big picture. Write down why this goal is meaningful and roughly quantify. Visit your department's vision and past metrics and reflect on your personal professional goals for ideas.

### A = Agile and Achievable

Is it attainable and flexible? This is where leadership and supervisory input is key. These individuals can share historical knowledge about the attainability of a goal and make suggestions on how to tweak the goal to make it more agile. Include measurement ranges to improve the agility of the goal.

### R = Realistic and Relevant

What do we hope are the expected results and is the goal relevant to the department purpose? For help with this, check your goals against the student employee job description, department vision, and consult leadership.

### T = Tweakable and Timely

When do we hope for results? Can these be adjusted to account for the unforeseen? Every quarter, complete informal check-ins on goal progress with supervisors. Adjust goals if needed.

## Agile SMART Goal Examples

Coordinate career program on resumes for undergraduate students after business hours by the end of spring quarter 2021 to increase access to career education with a goal of 10-15 attendees.

Respond to general office inquiry emails in 24-48 hours of receipt to promote individual and departmental reliability for the 2020-21 academic year.

Lead 2-4 campus tours a week for 15-30 prospective students and parents for fall quarter 2020.

Participate in 4 on-call duty rotations to provide emergency resources and support to undergraduate students for winter quarter of 2021.