

SMARTIE Goals

What are SMARTIE Goals?

3 goals set at the start of employment to provide a sense of direction, motivation, clarity of purpose and connection to the organization. Traditionally, the SMARTIE acronym stands for Specific, Measurable, Achievable, Realistic, Timely and Inclusive & Equitable.

S = Specific (and small)

Who or what is involved? Consider starting small. Goals don't need to be massive; they just need to be developmental. 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 = Measurable (and meaningful)

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. 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 = 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 = 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 = Timely (and tweakable)

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.

IE = Inclusive & Equitable

Includes marginalized people into processes, activities, and decision-making. Seeks to address systemic injustice, inequity, or oppression.

Goal Examples

- Build a volunteer team of 100 door-to-door canvassers by May with at least 10 people of color recruited as volunteer leaders first, so that they can help shape the way we run the canvasses. **NACE Skill(s): Equity & Inclusion, Critical Thinking**
- Co-coordinate a career program on resume writing for 10-15 undergraduates to increase education. Is it equitable? How can we make it more equitable? **NACE Skill(s): Career & Self-Development, Teamwork**
- Respond to general office inquiry emails in 24-48 hours of receipt to promote individual and departmental reliability for the 2020-21 academic year. **NACE Skill(s): Communication, Professionalism**
- Lead 2-4 campus tours a week for 15-30 prospective students and parents for fall quarter 2020. **NACE Skill(s): Leadership, Communication**
- Co-coordinate a career program on resume writing for 10-15 undergraduates to increase education. **NACE Skill(s): Career & Self-Development, Teamwork**

Connect to NACE Career Competencies

All goals connect to at least one of the NACE career competencies. Be sure to help your student employees connect the dots with which competencies their goals map to.