

## 2025 Nursing Leadership Mentoring Program Goal Setting Worksheet.

### **Goal Setting Worksheet**

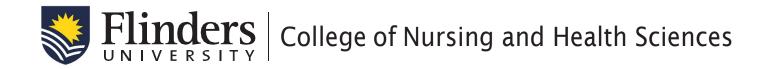
In your initial meetings, it may be useful to identify some individual and shared goals you would like to achieve during your relationship and create a plan to achieve these goals.

You may like to create multiple short-term goals that can be achieved within a few months, focus on a longitudinal goal that can carry across the duration of the program and into the foreseeable future, or a mix of both.

#### Identifying Areas for your Goals

You may like to set goals in the following areas (please note that you are not limited to these suggestions):

- Networking
  - Help identifying contacts who can be helpful to you, and how to approach them
- Problem Solving
  - Advice about courses of action to address a specific problem
  - Thinking through or role-playing difficult situations that you need to negotiate
  - Advice about participation in professional organizations and conferences
- Professional Development
  - Help with career aspirations and goal-setting
  - Information about how to advance into leadership positions
  - Formulation of career goals and timelines
- Psychosocial
  - Someone with whom you can share experiences based on identity markers e.g. gender, race, class, sexual orientation
  - Perceptions of how you come across
- Skills Oriented/Informational
  - Help with time-management
  - Help acquiring or improving skills, such as how to give a talk, how to positively relate to others, managing team dynamics, etc
- Work-Life Balance
  - Balancing personal interests and family time



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### **Developing your goal**

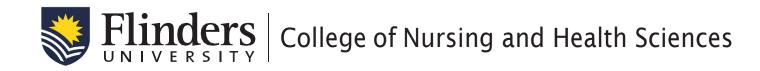
Once you have identified the areas you would like to focus on, we recommend using the S.M.A.R.T. goals approach to develop your goal.

S.M.A.R.T. goals are: Specific, Measurable, Attainable, Relevant, Time-Bound.

Fill out the **S.M.A.R.T. Goal Template** provided on the next page and consider using your regular meetings as an opportunity to track your progress.

#### Questions to consider when forming your S.M.A.R.T. goals:

- 1. What do you want to achieve at this moment in time and in your career?
- 2. What are you doing well that is helping you achieve your goals?
- 3. What are you not doing well that is preventing you from achieving your goals?
- 4. What can you do differently tomorrow, in a week, and in a month to meet those challenges?
- 5. How can your mentor help you in achieving your goals



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Name: Specific: What exactly will you accomplish? Measurable: How will you know when you've reached this goal? Is there a way to quantify your success? Attainable: What support do you need to attain this goal? What could prevent you from attaining it and how will you overcome these challenges? Relevant: Why is this goal important to you and how will it impact you in the future? Time-Bound: When will you reach this goal? Are there checkpoints within this goal you can use to track your progress? When you complete the goal, how will you celebrate?