



# Personal Goal Setting

Set goals that will help you grow in your role

## TIME

10-20 minutes



## MATERIALS

Paper, writing utensils

## TEAM STAGE

Forming, Norming, Performing

## SUMMARY

Participants will set personal goals for themselves that will help them grow.

## SET UP


- Pass out paper and a writing utensil to each participant.


## INSTRUCTIONS


- Start with an introductory discussion:
  - What are goals?
  - Why are goals important?
- Then, ask participants to think about some personal goals they have for themselves.
- Have each participant choose three or four categories to set goals for from the following list:
  - Attitude
  - Job/Role
  - Working Relationships
  - Leadership Style
  - Learning & Growth
  - Accountability & Follow Through
  - Organization & Preparedness
- Have each participant write down one goal for each category they picked.
- After participants have had a chance to write down their goals, have them share in small groups or choose one to share out loud with the large group.
- Tell them to keep these goals somewhere where they can refer back to them at a later time.

## VARIATIONS

- Pair this activity with [Accountabilibuddies](#).
- Plan a time to check in on these goals later in the year for progress and updates.

 **Large Group:** To facilitate this activity for a large group, have participants write their goals on poster paper instead and lead the group in a [Gallery Walk](#).

 **Online:** To facilitate this activity virtually, give participants some time to individually write their goals on a piece of paper or a word document on their computer. Then, put them in breakout rooms to discuss their goals in small groups.

 **Asynchronous:** To facilitate this activity asynchronously, send participants instructions and have them write their goals on their own time. Then, have them schedule a time to meet with an Accountabilibuddy or their instructor to review the goals they wrote.



## DEBRIEF QUESTIONS

- What:
  - How easy or difficult was it to come up with your goals?
  - What made you choose the categories and individual goals that you did?
- So What:
  - Why is it important to set specific goals?
  - What is the benefit of sharing your goals with others?
- Now What:
  - What first steps are you going to take now that you have set your goals?
  - What can you do to stay accountable to your goals?

■ **Facilitator Note:** These questions can be used to guide your debrief, however, pick the questions that best match your group's experience and add or change questions as needed.