Student Worksheet: My SMART Career Goals

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Step 1: Understanding SMART Goals

SMART goals are:

• Specific – clear and precise

• Measurable – progress can be tracked

• Attainable – realistic with current skills/resources

• Relevant – aligned with bigger career goals

• Time-bound – has a clear deadline

# Step 2: My Career Goal

Write down one career goal you would like to achieve in the next 1–3 years:

My Career Goal:

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# Step 3: Apply SMART Framework

## Specific

👉 What exactly do I want to achieve? Who is involved? Where will it happen?

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## Measurable

👉 How will I measure my success? What indicators will show progress?

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## Attainable

👉 Is this goal realistic with my current skills, time, and resources?

👉 What steps will I take to reach it?

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## Relevant

👉 Why is this goal important for my career?

👉 How does it connect to my long-term plans?

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## Time-bound

👉 When will I reach this goal? What are the milestones on the way?

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# Step 4: Reflection

1. What excites me about this goal?

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2. What challenges might I face?

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3. Who can support me in reaching this goal?

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4. What’s the first step I will take this week?

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✨ Reminder: Well-defined goals make it easier to plan, measure, and achieve success in your career!