

Personal Goal Setting Worksheet for Leaders

Things to Think About . . .

- Are my goals consistent with my personal characteristics, abilities, and opportunities?
- What is the relationship between my immediate and future goals?
- What is the time limit necessary to reach my immediate goals? Can I do it?

Things I want to accomplish before I leave my leadership position:

A.

B.

C.

How do I get started?

- In reaching my immediate goals, is there anything I can do before tomorrow? What, specifically?
- What can I realistically have accomplished by one week from today?
- What, specifically, can I do within one month to compliment or reach my goals?

Will I do it?