Goal Setting for Individuals

What I want to become, have and be doing – now, within 1 year and within 3 years

| No | Goals and success criteria (i.e. what will have changed when I have achieved the goalbe specific!) | When | Achievements (e.g. 3 monthly review) | |
|------|--|------|--------------------------------------|--|
| Work | Achievement Goals | | | |
| What | What will you achieve in relation to your work and the wider goals of the organisation? | | | |
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September 2008

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|------|---|------|---|--|
| Othe | Other Achievement Goals | | | |
| What | What will you achieve in relation to other areas of your life? | | | |
| | This could include family, friends, career, hobbies, finance, sport and physical fitness, education, the home, community work. The goals should be in line with your vision and values | | | |
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|------|---|----------------|---|--|
| Pers | Personal Improvement and Development Goals | | | |
| What | areas will you improve in and what capabilities will you gain in or | der to achieve | e other goals? | |
| | This could include communications, leadership, team working, rapport building, time management, focus, creative thinking, memory, self confidence, self esteem, etc, or any area directly relating to your work functions | | | |
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|-------|---|------|---|--|
| Lifes | Lifestyle Goals | | | |
| What | changes will you make to your lifestyle? | | | |
| | Consider changes to your day-to-day habits relating to the amount of valuable time spent on growing your physical, mind, social, personal relationship and inner health | | | |
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