Sobriety Court S.M.A.R.T Goals

**What Are S.M.A.R.T. Goals?**

**S – Specific:** When setting a goal, be specific about what you want to accomplish. This is similar to your mission statement.

* Who – Think about who needs to be involved in order to help you achieve your goal.
* What – What exactly are you trying to accomplish?
* When – It is important to set a time frame for your goal. Should this goal be achieved in a week, a month, a year, or even 10 years?
* Where – If there is a location or event relevant to this goal, make sure to identify it.
* Which – Determine some related requirements or obstacles. Answering this will be beneficial in determining if your goal is realistic. For example, if the goal is to open a baking business, but you’ve never baked anything before, that might be an issue. Because of this, you may refine the specifics of the goal to be “Learn how to bake in order to open a baking business."
* Why – Why do you want to accomplish this goal?

**M – Measurable:** How are you going to determine if you met your goal? Are you measuring in dollars, time, volume, or even experiences?

**A – Achievable:** Is this goal reasonable enough to be accomplished? Why is this?

**R – Relevant:** How is this goal relevant to maintaining your sobriety? In what ways will achieving this help you continue living a sober life.

**T – Time-Bound:** Ensure that your goal has realistic timing. Set a specific target date for your goal to be accomplish. If this particular goal will take months to complete, address what you will achieve at the halfway mark of the goal.

On a separate sheet of paper, make an S.M.A.R.T goal for each of the following categories:

* Sobriety
* Personal
* Financial
* Educational/Employment

S.M.A.R.T Goal Example

Goal: I want to improve my performance

* **Specific**: I received low marks on my ability to use PowerPoint at my last performance review. Improving my skills requires that I learn how to use PowerPoint efficiently and practice using it by creating various presentations. I’d like to be more proficient using PowerPoint in time for my next review in six months.
* **Measurable**: By the time of my next review, I should be able to create presentations that incorporate graphs, images, and other media in a couple of hours. I should also be able to efficiently use and create templates in PowerPoint that my coworkers can also use.
* **Achievable**: Improving my PowerPoint skills is instrumental in moving forward in my career and receiving a better performance review. I can set time aside every week to watch PowerPoint tutorials and even enroll in an online class that can teach me new skills. I can also ask coworkers and my manager for PowerPoint tips.
* **Relevant**: Working with PowerPoint is currently 25% of my job. As I move up in the company, I’ll need to spend 50% of my time creating PowerPoint presentations. I enjoy my career and want to continue to grow within this company.
* **Time-Bound**: In six months, I should be proficient in PowerPoint ensuring it only occupies 25% of my workload instead of the nearly 40% of the time it occupies now.

Sobriety Court Goal Sheet

Sobriety goal:

List some ways you can accomplish this goal.

Personal goal:

List some ways you can accomplish this goal.

Financial goal:

List some ways you can accomplish this goal.

Educational/Employment

List some ways you can accomplish this goal.