

SMARTER TOOL – MY SMARTER DEVELOPMENT COMMITMENT

Be **SMARTER**

Specific, Measurable, Agreed-Up On Action, Realistic Stretch, Time-Bound, Emotional Energy and Reward

Use these **SMARTER** questions to review your development commitments.

1. Are your commitments **SPECIFIC**?
 - a. Goals that relate directly to the advancement of your career success or significance need to be linked to a short-term performance goal or a long-term career/life plan.
2. Are your commitments **MEASURABLE**?
 - a. Your commitment goal needs to include metrics for measuring the quality/quantity of progress toward the goal.
3. Do you and your support team/coach **AGREE UPON** how to measure your progress?
 - a. Commitment goals need to be developed and agreed upon with your coach/support team.
 - i. Limit SMARTER goals to one per month.
 - ii. This will ensure focus on career goals that will enhance your employability, career health and life balance.
4. Are your goals a **REALISTIC** stretch?
 - a. Set challenging, but possible, goals to achieve.
 - b. Discuss what it will really take to complete the development plan so that you and other's expectations are realistically achievable.
5. Is your Commitment plan **TIME-BOUND**?
 - a. Goal milestones should be accomplished within a described time.
 - b. Milestone indicators are a basis for evaluation when the long-term goal is to be accomplished in a future year.
6. Are you using the intelligence of your **EMOTIONS** to fuel your energy?
 - a. Assess what you need to stay attracted to the thrive, not survive, path.
 - b. Build reserves to keep your energy high in order to reach your goal.
7. What recognition and **REWARD** do you need to sustain positive energy?
 - a. What do you need from others to recognize your progress?
 - b. What will you do to recognize your progress?