

SMART Goal Action Plan Template

Goal Area:	Leadership: Next Promotion – _____	
SMART Goal	Prepare for next Military promotion which could occur by _____ (date).	
Outcome/Results	Have a plan to effectively achieve my next promotion.	
Action and Time Line	Action Steps - renumber	Time Line
	1) Talk with my first line leader (supervisor) to develop a plan of action.	Inquire at next drill, which is _____ (date)
	2) Complete the leadership training required by my service branch	Begin at next scheduled opportunity, which is _____ (date)
	3) Prepare for evaluation for promotion within my branch.	3 months prior to evaluation opportunity, by _____ (date)
	4) Complete evaluation for promotion within my branch.	Take exam, attend review board, etc., as scheduled on _____ (date)
Support Network	My first line leader: _____	
	Peers in military branch: _____	
	My spouse, family: _____	
Obstacles		
Adjustments		

Career and Life Planning Workshop - SMART Goal Setting

Developed by Minnesota State Colleges and Universities (Partially funded by a 2008 congressionally directed grant, P116Z080299), MN ARNG Deployment Cycle Support, and Higher Education Veterans Program of Minnesota Department of Veterans Affairs

