



Journey CxO

Goal Setting (in the Workplace)

Cohort Group Meeting: Jan 2022

Leadership: Goal Setting (in the Workplace)

- **Exercise:** Use this template to 'Set Goals' (for yourself and your team.)
 - We recommend setting goals that can be accomplished in a reasonable timeframe (3 or 6 months, rather than 1-year).
 - You can repeat this exercise once a quarter or at least every 6 months.
 - Remember to prioritize...goals are principles that help you focus when presented with choices and conflicting demands on your time and energy.
- **Team Goals: Achievements that require cooperation of multiple people that help the organization achieve its goals.**
 - Goal 1: _____
 - Goal 2: _____
 - Goal 3: _____
- **Individual Goals: What will you accomplish which will help your team and the organization achieve its goals?**
 - Goal 1: _____
 - Goal 2: _____
 - Goal 3: _____

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- **Interpersonal: Skills to work on and why you believe they are important to you.**

- Goal 1: _____

- Why Important to Me: _____

- Goal 2: _____

- Why Important to Me: _____

- **Professional Development: Skills to enhance, acquire, new items to learn about.**

- Goal 1: _____

- Why Important to Me: _____

- Goal 2: _____

- Why Important to Me: _____

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- **Pre-Mortem: If we fail to achieve the goals I set out, these are the most likely factors that contributed...**
 - Factor 1: _____
 - Factor 2: _____
 - Factor 3: _____
 - Factor 4: _____
 - Factor 5: _____
 - Factor 6: _____