



SOMERSET COUNTY PUBLIC SCHOOLS

Professional goals are to be written presented to one's supervisor at the opening goal conference; progress discussed at the mid year conference; and evidence of completion and impact at the closing goal conference.

Administrator Goal Setting

Professional Goals further the effectiveness of the individual, the division and the county. Each professional is responsible for establishing **two** individual, professional goals, both of which should be related to the Master Plan and the Performance Assessment.

Name _____

Date _____

Position _____

Site: _____

Somerset County Policy Guideline on Goal Setting: "A duty that is considered a normal part of the job responsibilities in a given position should not be listed as a goal. Goals should be a particular focus that may be magnified for self improvement or program improvement."

GOAL STATEMENT <i>Include MASTER PLAN EXTENSION OR SIT REFERENCE</i>	Goal :
PERFORMANCE AREA To what performance area and indicators is this goal linked? <i>(See A&S Performance Assessment Tool)</i>	
RATIONALE: Why is this goal more of a priority than other initiatives and responsibilities on your plate?	
ACTION PLAN: What key strategies and resources will I use in order to accomplish this goal?	
OBSERVABLE RESULTS: What evidence of completion will you have? What evidence of impact will you have?	

Signature: _____

Supervisor's Signature _____

Date of Individual Goal Conference _____