Goal-setting activity

A goal should describe what you want to accomplish by the end of an experience (course, internship, mentorship, volunteering opportunity, and more). This could be personal or professional. It could be developing [a specific skill](https://www.concordia.ca/academics/experiential-learning/students/skill-sets.html) or improving your confidence. Use this guide to set up to 3 goals before your experience and to break them down into smaller manageable steps. You can track your progress over time through reflection during and after the experience.

**Why should I reflect on my goals during and after the mentorship?**

A goal is an opportunity for self-discovery. As you reflect on your progress during and after the experience, you’ll be able to concretely see how much you’ve learned since your first day. Reflecting on your progress also gives you the language and examples you can use to demonstrate your experience at your next job interview, volunteer opportunity, or in a graduate school application.

**Should I share my goals with my supervisor/mentor?**

Sharing goals is an opportunity to advocate for yourself by letting your supervisor/mentor know what you want to gain from your current experience. This also helps them prepare to support you in reaching your goals. If some of your goals are personal, you don’t have to share them. We encourage you to share at least one goal.

Goal-setting activity

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| **Long-term goal** | **Before the experience** | **During the experience** | **After the experience** |
| **What do you want to accomplish by the end of the mentorship?** | **Describe the short-term steps you’ll take to reach your goal.** | **Check in on your progress. What are you doing well? What can you change?** | **Did you make any progress on your goal? Even small changes are important to note!** |
| *Goal example: I want to improve my communication skills.* | * *Before my meetings with my mentor, I will think about what I want to say, and write down some talking points to refer to during my meeting.*
 | * *Taking time to think about what I want to say helps, but I still get nervous when presenting my ideas. I will practice my presentation and* [*take some Udemy lessons on communication skills*](https://www.udemy.com/courses/search/?q=communication%20skills&src=sac&kw=communication)*.*
 | * *I’ve found that practicing my presentation has really helped me communicate my ideas clearly to my mentor. The lessons on Udemy also gave me some best practices that I’ll continue to use.*
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| **Goal #1:**   | *
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| **Goal #2:**  | *
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| **Goal #3:**   | *
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