**S.M.A.R.T. Goals for Your Team**

A successful business relies on having one or more great teams to accomplish the goals it sets. As a leader, you are only as good as your team. While great teams don't happen overnight, there are many things a leader can do to lead, motivate and inspire your team to set and exceed their goals. Below are the steps to do this.

**1:** Before anything else, your team needs to understand the big picture. You can help them with this by explaining how they fit into the company structure, how their efforts impact its success and where they can and will be contributing to the overall goals of the company.

**2:** Discuss possible goals with your team. Make sure they smart goals:

* **Specific:** The problem and the solution in which you are trying to achieve is specific.
* **Measurable:** You can create a quantitative or qualitative metric to this goal.
* **Actionable:** There are clear actions to be taken to achieve this goal.
* **Relevant:** The goal is relevant to the overall goal of the company.
* **Time-bound:** A date can be assigned in which this goal needs to be accomplished by.

**3:** Choose one smart goal that will make the biggest impact on the company's overall goal.

Working with the team, discuss the steps necessary to achieve or exceed this goal as well as who will be responsible for each task. Include tasks that you will personally be responsible for.

Add measurable milestones for each task that need to be met in order to stay on track. This will allow each team member to see the progress for the goal as well as their personal progress.

Discuss with your team any concerns they have regarding the ability to achieve this goal.

**4:** Provide your team with the training or tools necessary to get the job done. Also, work to remove any obstacles they may face before they happen.

**5:** Hold weekly team meetings to discuss concerns and progress. Be accessible and personable so your team knows they can come to you at any time. Otherwise, unless a team member seeks your assistance, let them do their job. Do not micromanage your team.

**6:** Lead by example. If you expect your team to work a full shift, five days a week, do not take a 3-hour lunch or cut out early on Friday.

**7:** Show appreciation for their hard work as they strive to meet the goal and thank them for a job well done after it has been accomplished.