Are Your Goals SMART?

As a manager, it is essential that you articulate goals well. The more clearly you state your goals at the start, the less chance you have for discrepancy at the finish about whether or not they have been met. As a foodservice or restaurant manager, you are typically responsible for setting goals for the operating unit, and for individuals who report directly to you.

Think of either a unit goal or an individual goal. Answer the questions below to evaluate the goal according to the SMART criteria. If you can answer “yes” to all of the following questions, your goal is SMART. If you cannot, consider rewriting your goal so that it is SMART.

Part 1

Identify your goal:


Part 2

Is your goal SMART?

Specific: Can you describe the details?  

 □ □

Measurable: Can you measure the goal using either quantitative or qualitative assessments?  

 □ □

Achievable: Can you achieve your goal?  

 □ □

Realistic: Can you achieve your goal within the current environment, given existing conditions?  

 □ □

Time-limited: Have you set a deadline for your goal?  

 □ □

Part 3

If you answered “no” to any of the questions, rewrite your goal to make it SMART.