

## How to Develop SMART Objectives

SMART objectives are useful for setting priorities, planning and measuring progress toward employee wellness program goals. Instead of addressing broad goals, such as “The district will provide wellness activities for staff,” SMART objectives include 5 specifics:

<b>Specific</b>	What will change? For whom?
<b>Measurable</b>	How much change is expected?
<b>Action Oriented</b>	How will it be done? Are the resources and support needed available?
<b>Relevant</b>	Does it address the health priorities of employees and affect your organization’s wellness program goals?
<b>Timeline</b>	When will the change occur? When is the deadline for achieving this objective?

Putting the 5 specifics together creates an objective that explains the goal, who it pertains to, action that will be taken, how success will be measured, and when it will be accomplished.

### SMART Objective Example

**Specific:** Klickitat School District staff will walk daily for exercise

**Measurable:** 60% of staff will walk, measure with pedometers, submit logs to Wellness Coordinator

**Action Oriented:** Hold a fitness challenge, provide pedometers and weekly logs

**Relevant:** Addresses staff health interest to be more physically active as identified in staff interest survey

**Timeline:** By May 30, 2018

*By May 30, 2018, 60% of Klickitat School District staff will walk daily during the fitness challenge as measured by pedometers and weekly logs submitted to the Wellness Coordinator.*

### More SMART Objective Examples

*By May 30, 2017, 40% of school employees will participate in School Employee Wellness (SEW) program activities to improve their health and wellness as measured by SEW program sign in sheets and staff participation tracking process.*

*By June 2017, 60% of staff will participate in at least one team wellness challenge as measured by challenge registration.*

*By May 2017, increase the number of school staff meetings offering healthy food/snack choices available to employees by 10%.*

*By December 2016, 45% of school employees will participate in blood pressure screening and access follow up education as measured by the annual SEW program survey.*

*By May 2020, decrease the total number of days staff are absent due to illness as measured by tracking monthly absenteeism rates.*