



SAINT MARY'S COLLEGE OF CALIFORNIA

Employee Goal Recommendations Worksheet

FY 2025-26

Name _____

Review Period _____

Job Title _____

Three Ways My Manager Can Best Support Me

In this section, please list three specific ways your manager can best support your growth, performance, or overall success at work. Consider communication preferences, resources, feedback, or anything else that helps you do your best.

Support:

1.
2.
3.

GOAL-SETTING

List your goal recommendations for completion during this review period. Include five (5) key goals for the year. All goals should follow the SMART framework: Specific, Measurable, Achievable, Relevant, and Time-bound, to promote clarity, focus, and accountability. One of the five goals should focus on professional development. The remaining four goals should relate to your current role and responsibilities.

1.
2.
3.
4.

5. LinkedIn Learning Professional Development: