

PCC Goal setting Guide - GET OTHERS INVOLVED

Set Goals as an overall PCC and at a subcommittee level.

Set Goals of only 5 to 7 at a time

Make them specific:

Make sure they are aligned with goals and objectives of overall Mission statement

Bad example: increase membership

Good example: Add 50 new members

Make them measurable:

Quantify your results

Bad example: Grew membership

Good Example: Added 20 new corporate members

Make sure they're Agreed upon

Ensuring buy-in from both industry and postal is important

Make them Realistic:

Set goals just beyond a comfort zone. Take many small steps. Don't be over ambitious.

Bad Example: Have headquarters speakers every month

Good Example: Have educational events that include headquarter speakers once a Year.

Establish a Deadline:

Determine the date you will deliver on the goal.

Write them down:

This is Critical

Review Frequently:

Also critical, review at monthly board meetings. Always establish next steps.

Selectively Share: Share with team that's part of goal attainment. Possibly share with overall membership, may lead to recruitment of new board members.