**Assessing Your Own Mission & Goals Statement**

1. Does your mission statement clearly articulate what you are trying to achieve (in contrast to what you provide)?

e.g. “To ensure a safe and healthful environment for all members of the College community” rather than “To provide training, monitoring, and facilitating regulatory compliance…”

1. Is your mission statement realistic, not wishful thinking?
2. Does your mission statement guide you in making decisions?

Decision-making is less challenging with a mission statement as a compass. Refer to the mission statement when making a decision by asking the questions, “Is this in alignment with the mission? Does this option or decision reinforce the unit’s values? Will this decision result in progressing toward the overall vision?”

1. Is everything you do aggregated into three to six goal statements?
2. Are your goal statements concrete enough to set a target but not specific enough to BE the target? (In contrast to a work plan)
3. Can you easily see what you would need to measure to determine if and how well you’ve met your mission?

**Building toward Assessment: Next Steps – DUE March 15, 2010**

1. How does your mission link to ESF’s Mission?
2. Which of ESF’s strategic goals does your mission specifically support?
	1. Is this articulated in your Mission and Goals?
3. How will you know if you’re meeting your mission and achieving your goals?
	1. Specifically, what 1-2 measures will you use for each goal?
	2. How have you used this information to improve your efforts?