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| **To write specific goals for a person to be accomplished during the first thirty (30) days of service, use the following four-part goal framework:** |
| *#1. During the first 30 days, we will assist [name] to:*  *explore…*  *try...*  *identify…*  *choose...*  *prioritize...*  *develop...*  *build...*  *determine...*  *decide...*  *pursue...*  *\_\_\_\_\_\_\_\_...*  *\_\_\_\_\_\_\_\_...*  *\_\_\_\_\_\_\_\_...*  *rule out...*  Example for Community Contribution Goal Area: We will assist Janet to decide what kind of volunteering she would like to do.  *#2. In doing this, we will start by specifically focusing on... [be specific about where you will start] because...[provide justification for specific focus based on what you have learned or know about the person]*  Example: We will start by focusing on volunteer opportunities involving animals and senior citizens because Janet’s Positive Personal Profile says she likes cats and enjoys helping her grandmother.  *#3. By day 30, we will have:*  *learned...*  *identified...*  *decided...*  Example: By day 30, we will have identified the specific types of volunteering Janet wishes to do and where she is able to do those types of volunteering.  *#4. By day 30, [name] will be able to...*  Example: By day 30, Janet will be able to make an informed choice about what kind of volunteering she wishes to do and where she wishes to volunteer. |