



EXCELLENCE
CANADA

improving performance, recognizing excellence • améliorer le rendement, reconnaître l'excellence

Smartie Goal Workbook

WELLNESS DESIGNED FOR YOU

A practical framework for introducing structured, employee-led wellbeing goals across your organization. When employees set clear, personally meaningful goals using the SMARTIE framework, managers are better positioned to offer meaningful support – and organizations see measurable improvements in engagement and wellbeing.



STRATEGIC RATIONALE

Why SMARTIE Goals Matter

Research consistently shows that structured goal setting leads to stronger behaviour change outcomes. When employees set clear, personally meaningful goals using the SMARTIE framework, managers are better positioned to offer meaningful support – and organizations see measurable improvements in engagement and wellbeing.

Accountability

Clear commitments help employees understand what they are working toward and how to stay connected to their intention.

Motivation

Personally meaningful goals create a stronger reason to continue when competing demands or stressors arise.

Progress Tracking

Simple measures make improvement visible, which supports confidence, momentum, and informed adjustments.

Behaviour Change

Realistic actions reduce overwhelm and make healthy choices easier to repeat in the flow of work and life.

EMPLOYER INSIGHT

"Encourage employees to choose SMARTIE goals that align with their individual wellbeing priorities – honouring both their personal context and the diverse needs across your team."

WEEK 2 – SMARTIE GOAL WORKBOOK

THE SMARTIE FRAMEWORK — FROM INTENTION TO ACTION

Use the prompts below to help employees shape a goal that is concrete enough to act on, flexible enough to sustain, and personally meaningful enough to matter.

S

Specific

What exactly do I want to achieve?

M

Measurable

How will I track progress?

A

Achievable

Is this goal realistic for my current situation?

R

Relevant

Why is this important to me right now?

T

Time-Bound

When will I achieve this goal?

THE SMARTIE FRAMEWORK — CONTINUED

Inclusive & Equitable Goals

The final two dimensions of the SMARTIE framework ensure that goals reflect a commitment to inclusion and equity — both in how they are formed and how progress is supported.



Inclusive

Who should be considered when creating this goal?

Does this goal encourage participation, belonging, and accessibility for those who may be impacted?



Equitable

Does this goal consider different needs and circumstances?

Equity recognizes that people may require different supports, resources, or approaches to achieve success.

EMPLOYER INSIGHT

"Inclusive and equitable goal-setting acknowledges that employees start from different places. Supporting the process — not just the outcome — is what makes it meaningful."

SMARTIE GOAL PLANNING WORKSHEET

Wellness Goal Planning

Distribute this page to employees as part of your Healthy Workplace Month activities.

MY WELLNESS GOAL

What do I want to achieve?

MY WHY

Personal motivation

FIRST ACTION STEP

What will I do first?

POTENTIAL
BARRIERS

Obstacles I may face

SUPPORTS
NEEDED

People, resources, accommodations



VISUALIZING EXCELLENCE

Reflection: What will success look like for me?