



Individual Goals

1. **Creating Goals**
2. **Editing Goals**

Performance Partnerships

Grow together, achieve together



Why do we set Individual Goals?



Together with your leader, develop your goals so you can focus efforts on your own growth and keep track of your progress.

Remember! Goal-setting is a powerful tool that helps you develop new skills and be rewarded for your accomplishments.

Align your goals to your team goals so you can see how you play an important part in the organisation's overall success!

Before you start...



- Spend some time during your 1:1's to identify any company, department or team goals you can contribute to.

- Make sure your goals are:

S



Specific

M



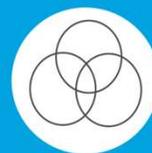
Measurable

A



Achievable

R



Relevant

T



Time-bound

1. Create Individual Goals

- Open CultureAmp and select '**Goals**'
- Click '**Create Goal**' and '**Individual Goal**'
- Assign a **title** and a **due date**
- Assign a goal type **business** or **personal** (no type)
- Set visibility to everyone or just your leader
- Click '**Create**'

Individual goal details

Goal title

+ Add description (optional)

Due date



Input format: dd/mm/yyyy

Goal type (optional)

Goal can be seen by

Advanced

Priority: Medium • Goal owner: You [Edit advanced](#) ▾

Key Results

+ Add a new key result (optional)

Align to other goals

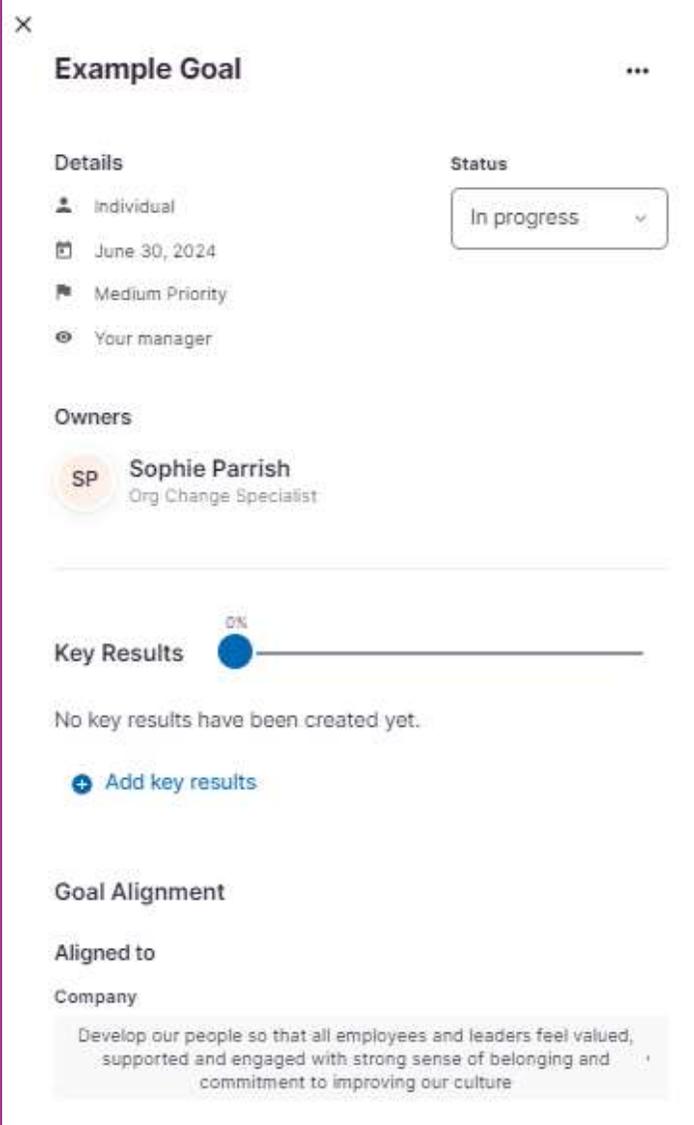
+ Add goal alignment (optional)

Cancel

Create

2. Edit Team Goals

- Locate your goal and click the (...) and click 'edit'
- Update the information as required
- Adjust the **Key Results** bar as you achieve your milestones to adjust the goal percentage completed



The screenshot shows a modal window titled "Example Goal" with a close button (X) in the top left and a menu icon (three dots) in the top right. The interface is divided into several sections:

- Details:** Includes "Individual" (with a person icon), "June 30, 2024" (with a calendar icon), "Medium Priority" (with a flag icon), and "Your manager" (with a person icon).
- Status:** A dropdown menu currently set to "In progress".
- Owners:** Lists "Sophie Parrish" with the role "Org Change Specialist" and a profile icon labeled "SP".
- Key Results:** Shows a progress bar labeled "Key Results" with a blue circle at the start and "0%" above it. Below the bar, it says "No key results have been created yet." and includes a "+ Add key results" button.
- Goal Alignment:** A section titled "Aligned to" with the text "Company" and a description: "Develop our people so that all employees and leaders feel valued, supported and engaged with strong sense of belonging and commitment to improving our culture".

Top Tips!



Business is job/task focused and often linked to company, department or team goals.

Personal goals are all about your own growth!

Review your goals regularly and if you need to, mark the status as 'Blocked' and it will flag to your leader that you need support to work through any challenges.

Need Support?



Access Culture Amp here:
[Culture Amp Website](#)



Chat to your Leader or your
P&W Business Partner



Email the Team!
learning@endeavour.com.au



Log a ticket in the
#TeamPossible Support Hub



Check out the Intranet Page
[Performance Partnership
Intranet Page](#)