Co-creating learning goals with interns:
> Signals that you care about their experience, which can increase their commitment, productivity, and desire to stay long-term
> Helps ensure everybody is on the same page, resulting in a better experience for all
> Models professional goal-setting, action-planning, and accountability
> Most importantly, helps set the stage for maximum intern learning

Goal-setting caveats:
> Try to avoid broad goals like “understand” or “learn” because they cannot be easily measured
> Two or three goals is typically sufficient for a quarter-long internship
> Writing SMART goals may require several feedback and revision loops

Goal-setting is a process:
> Before an intern starts, encourage them to think of a few potential learning goals
> During the first week, schedule an hour with your intern to flesh out their goals in writing
> Set up a weekly or biweekly time to check in
> After a few weeks, meet with your intern about how they are progressing towards their goals, what action plan they have in place to achieve them, and how they might want to modify their original goals
> At the end of the internship, review progress towards stated learning goals as part of a formal performance evaluation meeting

Effective goals share some commonalities:
> S – Specific
> M – Measurable
> A – Action-oriented
> R – Relevant
> T – Time-oriented

Example SMART goals:
> By the middle of my internship, I will be able to write a 1-pg press release using AP style
> By July 30th, I will be able to troubleshoot Microsoft Excel questions with 97% accuracy
> By week 5, I will be able to identify 3 career paths in this field & 1 way to learn about each
> By the end of the internship, I will be able to identify 3 career paths in this field & 1 way to learn about each