**Steps to Creating Change:**

**Including Women in the Fire Service**

**Step 2 – Build A Plan with Objectives**

## **Identifying Objectives**

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**SMART Goals**

Use the **SMART** acronym when identifying your fire service goals. They should be:

* **S**PECIFIC - Who, What Where When, Why?
* **M**EASUREABLE- How can you measure it? How will you know if you’ve achieved your goal?
* **A**CHIEVABLE - Do you have the skills and resources required to achieve the goal? If not, can you obtain them? Is the amount of effort required on par with what the goal will achieve?
* **R**ELEVANT - Why am I setting this goal now? Is it aligned with overall objectives?
* **T**IMEFRAME - What’s the deadline? Is it realistic?

Examples:

WHO – Charlie Fire Service

WHAT – Retain five (5) new recruits in 2021

WHERE / WHEN – St. Catharine Hall #4, by October 31, 2021

STANDARD (MEASURABLE) – Hire at least one (1) female; and two (2) members of underrepresented groups

Objective 1: Charlie Fire Hall #4 commits to hiring five (5) recruits by October 31, 2021. Of those recruits, at least one (1) woman and/or two (2) members of underrepresented groups.

WHO – Charlie Fire Service

WHAT – Upgrade facilities

WHERE / WHEN – Charlie Fire Hall #2 by End of 2022

STANDARD (MEASURABLE) – Increase dormitory with six (6) beds in the female dorm, and four(4) isolated bed s in non-discriminatory dorms

Objective 2: Charlie Fire Hall #2 commits to upgrading the female dormitory with six (6) new beds and creating four (4) non-discriminatory beds in individual rooms by December 31, 2022.