Vision and Goals Worksheet

1. What is current your mission?

This could be a straightforward statement about your research space and/or the types of tools and approaches you take.

2. What is your vision?

Imagine your research program 5 years from now. How has it grown? How many research projects is your team conducting? What kinds of accomplishments have you/your team had? How is your group composed (how many people, what ranks, are they on one team or several smaller teams)? How much funding do you have, and what types? Spend time on this. Be as specific as you are able, and think about what makes you excited.

3. Program audit

Now that you have outlined a 5-year vision, assess what you already have in place, and what you need to make progress toward this vision.

For example, if you envision having 5 postdocs by year 5, and you currently have 1 postdoc, then you will need at least 4 postdocs (perhaps more since these are often time-limited positions). Your plan might look something like the example in gray below. Do this thought exercise for each of the components of your vision above. If 5 years feels too challenging, you can scale back to 2-3 years from now.

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| Need | Have | Fits | Gaps | Plan to fill | Timeline | Challenges |
| 5 postdocs | 1 postdoc |  | 4 postdocs | 1. create job posting2. post position on website and social media3. announce at conferences/seminars4. hire 2 postdocs5. repeat process and hire 2 postdocs6. hire 1-2 postdocs | 1. by Dec 12. by Dec 53. ongoing4. 1 by Jan 2024, 1 by July 20245. in 20256. in 2026 | 1. not enough applicants2. uncertainty about available projects3. funding |
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4. Based on the information in your program audit, what are 2-3 key goals that you would like to achieve in the next year?

5. Based on these 12-month goals, what are 3 actions you need to take over the coming months to move you closer to these goals?