**PURPOSE:**

Objectives, Strategies, Tasks

The purpose of this activity is to support strategic planning to help move your organization forward in the spectrum from trauma organized🡺 trauma-informed 🡺 healing

**DEFINITIONS:**

**Objective:** This is a bigger goal that will take several steps or actions to achieve.

**Strategy:** A smaller goal/incremental step to achieve the larger goal or objective.

**Tasks:** These are the steps needed to turn the strategy into action.

**STEPS**

**STEP 1: DETERMINE AREA FOR GROWTH:**

**Think of an area where you would like to improve**

**Take a moment to think about a few objectives for this area. What would you like to see happen?** Examples: Increase stability in the workplace, improve collaboration among teams, improve communication, integrate mindfulness into daily activities, etc.

* ***Once you have an overall objective in mind, write it down in the “Vision statement or objective” box on the “OST” worksheet on the other side of this page.***

**STEP 2: BRAINSTORM STRATEGIES:** Take a moment to consider your objective. Brainstorm and write down a few strategies that might help you achieve the objective.

* ***Of the strategies brainstormed, choose ONE strategy that appears actionable and feasible to implement. Write this strategy in the strategy box of the “OST” worksheet.***

**STEP 3: OUTLINE TASKS:** Write out the steps needed to implement the strategy.

* Be specific and concise.
* Note who will lead or support each tactic

**STEP 4: ACT**: If your strategy and tactics seem realistic to implement and achieve your goal 🡺 Complete your steps.

**Objective, Strategy, Tasks worksheet**

Agency:

1. Write down an objective.
2. Write 1 strategy that may help you reach the objective.
3. Outline the tactics that will help you achieve the objective.

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| Vision statement or objective: |
| Strategy  |
| STEPS:  |
| Step | Person in charge | Timeline/Due date | How will I know it’s done? |
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