Creating Mission Statements Based on Annual Goals

Each committee, working group, task force, etc., needs a mission statement. It should include:

- top 2-4 goals determined by consensous of the group
- what responsibilities does the committee have
- what staff support does the committee have
- what is already in place this committee must manage

Goal #1:

Goal #2:

Goal #3:

Try it:

At the 1st meeting of the year, review the Strategic Plan. Then by consensous, determine your 2-4 goals for the year. You can always add more if you accomplish these early!

Next...create your committee's mission statement: