

## GOAL SETTING WORKSHOP

Please do not try this at home!

Serious goal setting should NOT be attempted without the assistance of a trained professional!

**Just kidding...**

But the way people postpone/avoid goal setting, you'd think it were true!

## It is important to develop balanced goals in ALL areas of your life

*List the following 6 headings at the top of 6 sheets of paper, one per page*

- Career / Financial
- Family / Personal
- Physical / Health
- Education / Mental
- Social / Community
- Spiritual / Creative

(Review Back of sheet for greater detail on areas)

## Five Guidelines

1. Make sure the goals you are working for are something you really want, not just something that sounds good
  - Goals must be consistent with YOUR values, goals that YOU want to achieve, not what your parents, spouse, family, friends, or employer want them to be
2. All goals must be balanced and in alignment
  - To state the obvious but often overlooked, goals should not contradict
  - Non-integrated thinking will have you working at cross purposes, spinning your wheels. A balanced life is vital to long-term success
3. Goals should be positive
  - Negative goals come with baggage

## Five Guidelines

4. By all means, make sure your goals are high enough
  - Shoot for the moon. If you miss, you'll still be in the stars
  - The more immediate your goal, the more achievable it should be. But you should always have some "swing for the fences" goals in your repertoire. Properly done, they are inspirational and liberate your creativity
 

Ah, but a man's reach should exceed his grasp  
or what's a heaven for?  
— from *Andrea del Sarto*, Robert Browning (1812-1889)
5. Write as much detail as you can
  - The more detail, the better
  - Be as specific and vivid as you can
  - How will you know when you have achieved your goal?
  - Detail will fire up your imagination, unlock your creative process

## Now, Pick One Goal and Repeat

1. Write how you intend to accomplish that goal
2. Chunk down your goal
  - What do you want to get done?
  - What ACTION STEPS toward your goal do you want to take in the next:
    - 30 days?
    - 90 days?
    - 1 year?
    - 3 years?
    - 10 years?
    - 25 years?
  - Where do you want to be?
  - What progress do you want to have made?
  - **Congratulations! You now have written goals**

## The Last Guideline

*Review daily, revise as necessary*

- It is important to review your goals regularly
- To keep them fresh in your mind

*Every time you make a decision during the day, ask yourself this question*

- Does it take me closer to or further from my goal?
- If the answer is "closer to," then you've made the right decision
- If the answer is "further from," well, you know what to do

### Family/Personal

- Do you wish to be married or have a lifetime partner?
- What you looking for? What attributes should this person have?
- What strengths are important to you? What weaknesses do not matter?
- What have you liked about your significant others in the past?
- What have you not been able to stand?
- What do you like about your parents? Dislike?
- What were the strengths of their marriage? The weaknesses?
- What makes you laugh? What makes you cry? Happy? Sad?
- What do you like best about yourself? Least?
- To what extent are you motivated to become what you seek?
- What do you enjoy doing with your spare time?
- What are your hobbies?
- What are your vacation dreams?
- Is your personal life fulfilling?

### Education

- Is there any knowledge you particularly want to acquire?
- What information and skills will you need to achieve other goals?
- Are you satisfied with your level of education?
- To what extent are you committed to life-long learning?
- As a cute phrase, or as a real love of learning, an ongoing quest for knowledge?

### Mental

- Is any part of your mindset holding you back?
- Is there any part of the way that you behave that upsets you?
- If so, set a goal to improve your behavior or find a solution to the problem
- Are you your own best friend?
- Are you 100% on your side?
- Have you fully released your brakes?
- Have you muffled your internal critic?

### Physical / Health

- Are there any athletic goals you want to achieve now?
- Are you in as good shape as you would like to be?
- Are you as active as you would like to be?
- Do you have the physical strength you would like to have?
- The flexibility? The endurance?
- Are you happy about your weight?
- Are you happy with your diet?
- Do you eat sensibly and nutritiously?
- Do you want good health deep into old age?
- What steps are you going to take to achieve this?

### Social / Community

- Do you have as many friends as you would like?
- Do you have the types of friends you want to have?
- Do your friends challenge you to grow?
- Do your friends support you appropriately? Or hold you back?
- When was the last time you made a new friend?
- Are you as involved with your community as you would like?
- What is your community?

### Spiritual / Creative

- Do you want to achieve any artistic or spiritual goals?
- Is so, what?
- Do you have a creative side that you wish to keep alive and vibrant?
- How will you insure that your creative side does not get buried under the hurly-burly of the practical demands of everyday life?
- Do you want to leave the world a better place by your existence?
- If so, how?

### Career / Financial

- What level do you want to reach in your career? Why?
- Do you have any income goals?
- Financial net worth goals?
- Why are these levels particularly important to you?
- What do they represent to you?
- Where did they come from?
- What is it you wish to accomplish by achieving them?
- What feelings do you anticipate?
- What result do you think will come from achieving these goals?