



FOCUSING THE WORK

ESTABLISHING MEASURABLE GOALS TO GUIDE PROGRESS

C.J. Huff & Nancy Mango

Session Take Aways

- ✓ Learn the most common goal-setting mistakes to avoid
- ✓ Understand the structure of a well-written S.M.A.R.T. goal
- ✓ Apply what you learn to write a goal to support your efforts

Quotable Quotes



Take 20 seconds to reflect on the quote you have selected.

How does the quote relate to a personal experience?

Quotable Quotes



Take 20 seconds to reflect on the quote you have selected.

What lessons does this quote teach you about setting goals?

Introductions



- Who are you?
- What community do you represent?
- Read your quote out loud and share the lesson the quote teaches us about goal setting.

The 5 biggest mistakes

Mistake #1

Setting a goal that is too easy, or too hard to achieve.

The Goldilocks Rule



The 5 biggest mistakes

Mistake #2

Too many
goals,
too little time



The 5 biggest mistakes

Mistake #3

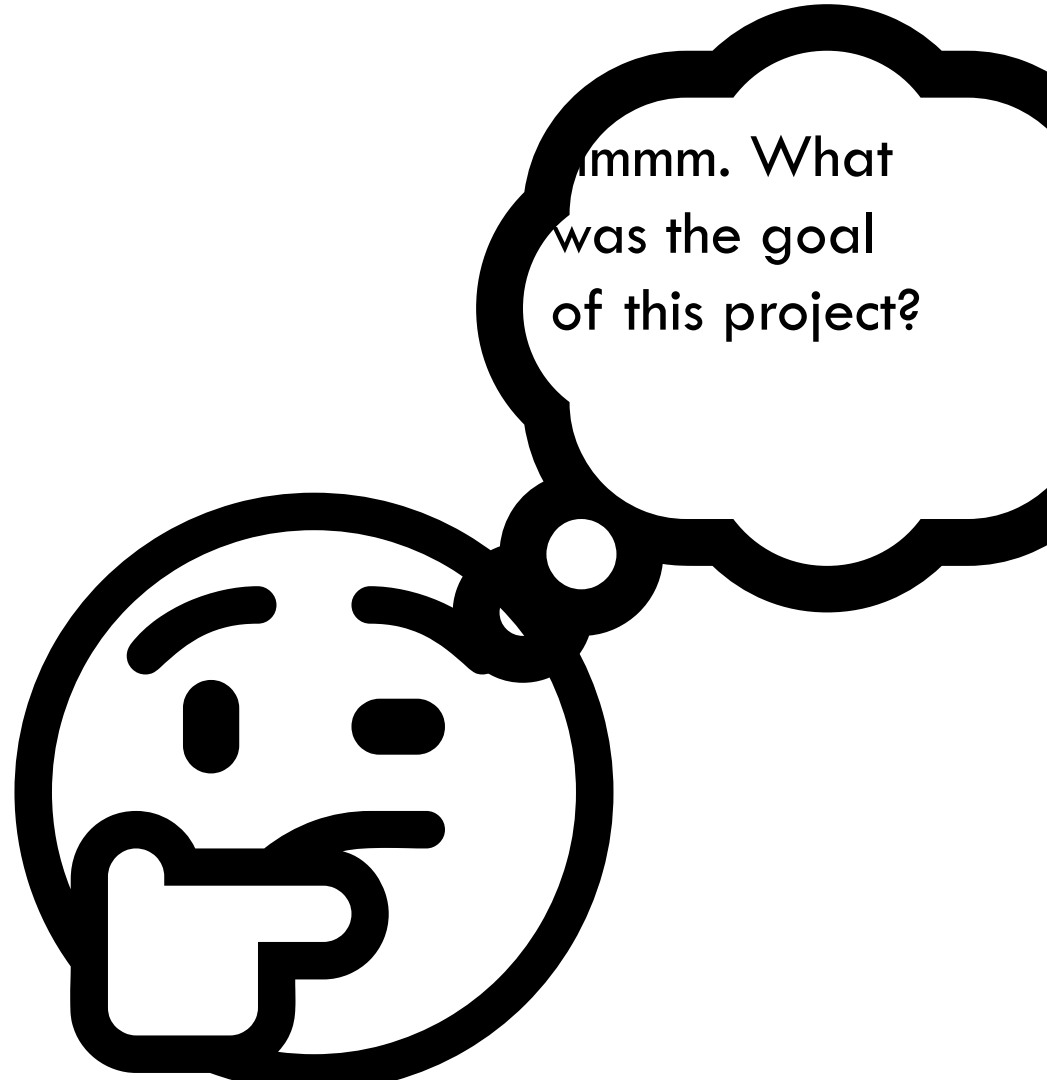
Failure to communicate
the goal to stakeholders



The 5 biggest mistakes

Mistake #4

Not putting the goal in writing



The 5 biggest mistakes

Mistake #5

Lack of follow through

“It is the ‘follow through’ that makes the great difference between ultimate success and failure, because it is so easy to stop.”

- Charles F. Kettering



Goal setting - Let's get to work!

Step 1

What is it you want BF to accomplish in your community?

Example: “We want to start a mentoring program so that every kid who needs a mentor has one!”

Writing S.M.A.R.T Goals



SPECIFIC



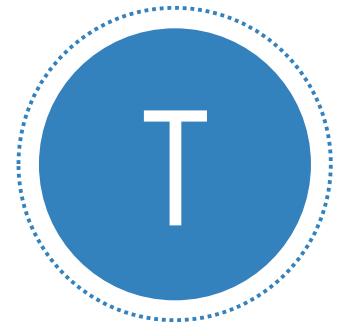
MEASURABLE



ATTAINABLE



RELEVANT



TIME-BOUND

Writing S.M.A.R.T Goals



SPECIFIC

Who?

What?

Where?

When?

Why?

Writing S.M.A.R.T Goals



Measurable

What is the success measure?

Writing S.M.A.R.T Goals



ATTAINABLE

Do you have the skills?

What is the motivation?

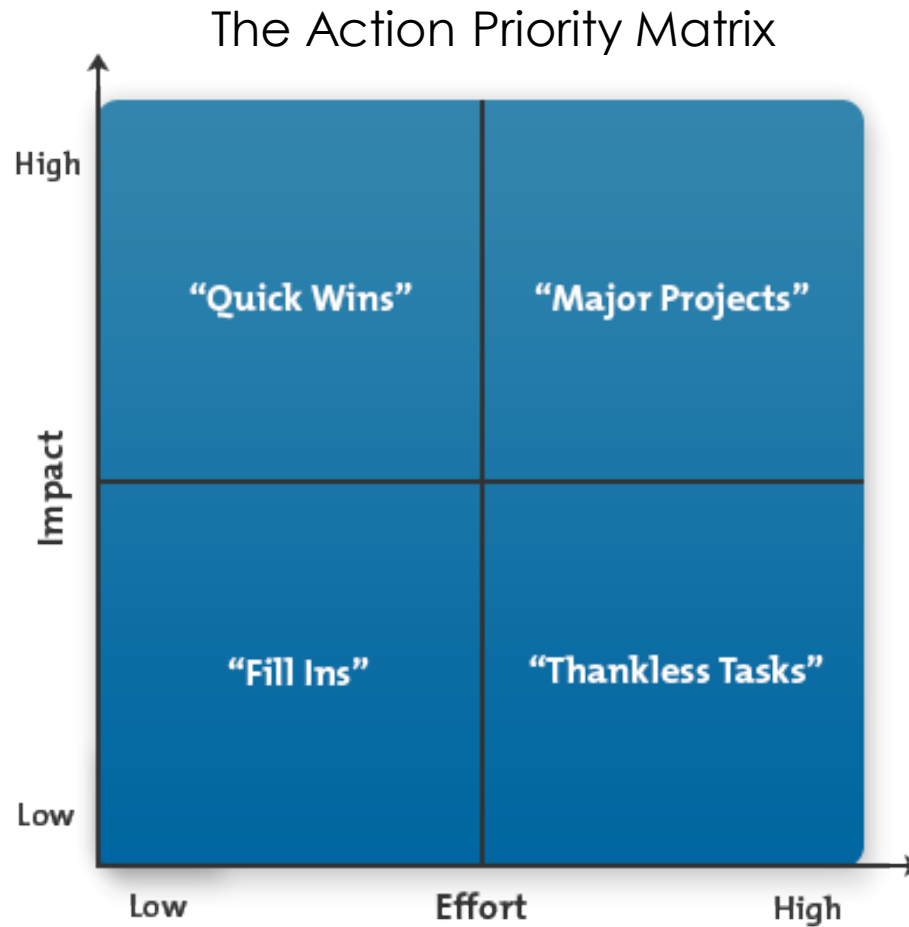
What about bandwidth?

Effort vs. Impact?

Writing S.M.A.R.T Goals



ATTAINABLE



Writing S.M.A.R.T Goals

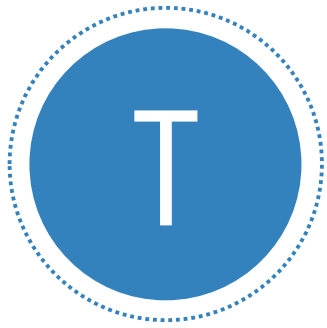


RELEVANT

Why am I setting this goal now?

Is it closely connected or appropriate to the overall objectives of our work?

Writing S.M.A.R.T Goals



TIME-BOUND

What's the deadline?
Is that deadline realistic?

Writing S.M.A.R.T Goals



Let's write a SMART goal!

What's next?

Having a



goal is the first step in building an even



plan!

What's next?



Estimated Costs



Responsible Person(s)

Additional support?



Next 12 months...

- Free one-on-one consultation via video conference or phone call to finish SMART Goal.
- Free webinar(s) on developing SMARTER plans
- Free implementation consultation

Interested?



Simply email me by Friday!

CJ@CJHuff.com