

SUPPORTING GOAL SETTING AND MOTIVATION



IMELO PROJECT

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Significance of the objective

The objective is one of the cornerstones of the coaching process, providing direction and structure for development and helping to maintain motivation.

Provides direction

Clear goals help to determine the desired direction and focus resources on the most important areas.

Measurable progress

Well-defined goals make it possible to measure progress and evaluate results.

Increasing motivation

The sense of achievement gained from reaching goals boosts self-confidence and motivation for further development.


Taking responsibility

Setting your own goals increases personal responsibility and commitment to change.

Life Coaching Guide



A GUIDE TO HELP YOU REFLECT, ASSESS, DEFINE, AND PLAN FOR YOUR FUTURE

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Date: Jan 3, 2024 Mood check: 





REFLECT


Your Why (your purpose and passion):
I love to learn and want to increase
my knowledge and capabilities.

Is your Why working for you?  or 

ASSESS

What motivates and inspires you? *working with inspiring people*
What drives your actions? *my ability to create*
What derails you? *lack of time to focus on my projects*

 Motivation Growth	 Inspiration New ideas
 Demotivation Negativity	 Frustration No Time

 What do you want to be known for?

- Who you are/what you stand for
- What you do/your impact & accomplishments
- The people in your life/how you treat others
- Something else

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SMART goals

The SMART goal framework helps you set goals that are clear, measurable and motivating, thereby increasing the likelihood of achieving them.

S Specific

The goal should be precise, unambiguous and well defined.
E.g.: "I will spend 3 hours a week studying mathematics."

M Measurable

The goal should be quantifiable so that progress can be tracked.
E.g.: "I will read one book per month."

A Achievable

The goal should be challenging but realistically achievable.
E.g.: "I will reach the basic language exam level in 3 months."

R Relevant

The goal should be consistent with long-term plans and values.
E.g.: "I will learn to play the guitar because I want to play music with my friends."

T Time-bound

The goal should have a clear deadline.
E.g.: "I will run a half marathon in May next year."

SMART GOALS

S	M	A	R	T
SPECIFIC	MEASURABLE	ACTIONABLE	REALISTIC	TIMEBOUND
Be clear and specific so your goals are easier to achieve. This also helps you know how and where to get started!	Measurable goals can be tracked, allowing you to see your progress. They also tell you when a goal is complete.	Are you able to take action to achieve the goal? Actionable goals ensure the steps to get there are within your	Avoid overwhelm and unnecessary stress and frustration by making the goal realistic.	A date helps us stay focused and motivated, inspiring us and providing something to work towards.

EXPLAINED

THE COACHING TOOLS COMPANY.COM

Exploring motivation

Understanding and strengthening motivation is key to achieving goals. Exploring internal motivation helps to achieve sustainable change.

? Motivational questions

Use open-ended questions to help young people explore their own motivation: "Why is this goal important to you?", "What will you gain if you achieve it?", "How does it relate to your values?"

⚖ Weighing up the pros and cons

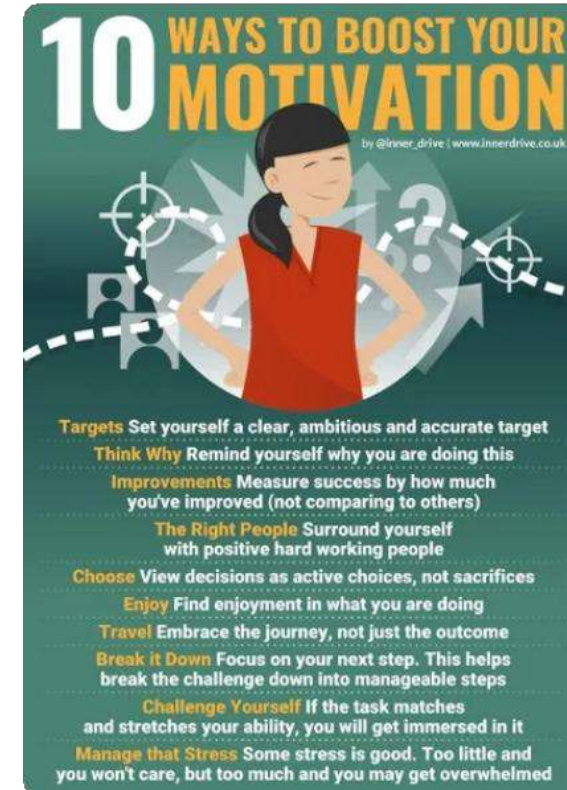
Help them think through the advantages of change and the disadvantages of maintaining the status quo, thereby strengthening their commitment to change.

★ Clarifying values

Support young people in recognising how their goals relate to the values that are important to them, thereby strengthening their internal motivation.

▲ Recalling past successes

Encourage recalling past successes and obstacles overcome, which increases self-confidence and motivation for new challenges.



Identifying obstacles

Identifying and addressing obstacles is key to successfully achieving goals. Through the coaching process, we can help young people recognise and overcome these barriers.



Internal obstacles

Lack of self-confidence, fear of failure, negative thinking patterns, lack of motivation, impact of previous failures.



External barriers

Lack of resources, lack of a supportive environment, time constraints, unexpected events, social pressure.



Skill-related barriers

Lack of knowledge or skills, planning difficulties, time management problems, setting priorities.



Strategies for overcoming obstacles

1. Accurate identification and naming of obstacles
2. Exploring the real reasons behind the barriers
3. Searching for alternative approaches and solutions
4. Obtaining necessary resources and support



Developing action plans

An action plan breaks down goals into specific steps, which helps young people understand the process and stay motivated until they achieve their goals.

1 Break down the goal into smaller steps

Breaking down a big goal into smaller, easily achievable subtasks helps avoid feeling overwhelmed.

2 Define specific activities

Assign specific, actionable activities to each step that are clear and achievable.

3 Set deadlines

Assign a realistic deadline to each activity to help maintain momentum and focus.

4 Identify the necessary resources

Determine what tools, support or information are needed to carry out the activities.

💡 Tip for youth workers

Help young people visualise their action plan! You can use coloured sticky notes, mind maps or digital applications to illustrate the plan.



Accountability and follow-up

Accountability and regular follow-up significantly increase the likelihood of achieving goals, as they help maintain focus and motivation.



Regular check-in conversations

Meetings at pre-arranged times to discuss progress and any difficulties.



Progress log

The young person keeps a journal documenting the steps taken, successes and challenges on the path towards their goals.



Supportive community

A group of young people with similar goals who support and motivate each other.



Milestones and celebrations

Breaking down larger goals into smaller milestones, recognising and celebrating each achievement.



Tip for youth workers

Accountability is not the same as accountability. Create a supportive environment where young people feel safe to share their challenges and possible failures.



Measuring and celebrating success

Measuring and celebrating success is key to the coaching process, as it reinforces achievements, boosts self-confidence and motivates further development.



Objective metrics

Concrete, quantifiable results (e.g. better grades, more savings, fewer delays) help to objectively assess progress.



Subjective evaluation

The young person's own feelings, satisfaction and self-esteem are also important indicators of success (e.g. increased self-confidence, reduced stress).



Feedback

Feedback from the environment (family, friends, teachers) also provides valuable information about change and development.



Documentation

Documenting the process and results (photos, diaries, videos) helps to visualise progress and remember the journey taken.



The importance of celebration

Celebrating successes is not only a reward, but an integral part of the coaching process. It helps reinforce positive behaviour, boosts self-confidence and motivates young people to set further goals. Encourage young people to find the right way for them to recognise their successes!

<p>Revenue</p>  <ul style="list-style-type: none">• Individual sellers achieving quota (%)• Average revenue per seller• Revenue by territory• Revenue by market segment	<p>New Hire Onboarding</p>  <ul style="list-style-type: none">• Number of training days for new sellers• Time to productivity• Manager/trainer time spent training the new hire
<p>Knowledge Score</p>  <ul style="list-style-type: none">• Customers and industry knowledge• Value proposition and differentiation• Insights on customer's needs• Internal capabilities knowledge• Competitive information• Knowledge of buying and selling process	<p>Employee Motivation</p>  <ul style="list-style-type: none">• Measures of individual motivators:<ul style="list-style-type: none">- Desire to sell- Commitment to sell- Attitude• Money motivation• Job satisfaction• Satisfaction with company• Satisfaction with management and coaching

Summary

Goal setting and motivation

By supporting goal setting and motivation, we help young people to set clear, measurable goals, discover their inner motivation and overcome obstacles.




Action plans and accountability

Specific action plans and regular follow-ups help young people maintain focus and motivation to achieve their goals.

Measuring and celebrating success

Measuring results and celebrating successes reinforces positive change and motivates further development.

Combining the three modules

-  1. Coaching basics and communication: Creates a trusting relationship and a supportive environment.
-  2. Active listening and questioning techniques: Helps to uncover the young person's true goals and motivations.
-  3. Supporting goals and motivation: Provides concrete tools for achieving goals and maintaining progress.

