



# BE UNSTOPPABLE

COACHING



## Goal Setting Ladder

Tool and Worksheet





## Goal Setting

*Achieving your DESIRE ... Creating your Ladder to Success*

***Designing one's future is achieved by setting inspiring, meaningful and powerful goals.***

Setting clear and specific goals is crucial to achieving anything one wants. Having a clear understanding of the DESIRE (the goal or dream – the absolute end result) is crucial to beginning the process of taking steps and making plans needed to achieve that outcome. Regardless of if a person is working on achieving goals on their own, or working with a coach, all questions asked, insights gained, learning, strategies and progressive steps are directed towards achieving that DESIRE, climbing to the top of your success ladder.

The DESIRE is expressed from the perspective of a positive ideal (what you want), as opposed to filling a negative deficiency or avoiding something (what you do not want). For example: 'I want to resign from my job' vs 'I want a new career in 'xyz' industry'. The positive ideal goal of 'I want a new career in 'xyz' industry' is more intrinsically motivating and opens a wealth of options and strategies towards achieving it.

Goal setting is done in multiple layers, where the overall desire or dream is the big picture or absolute end result – the outcome goal. The outcome goal will then be broken down into smaller, more targeted goals (performance and process goals), to help you progress through small achievable steps towards the DESIRE.

### *Three Types of Goals*

1. Outcome Goals – focus on the end result + strong sense of WHY it is important.
2. Performance Goals – focus on personal performance (skill, knowledge, ability).
3. Process Goals – focus on how something is done.

## OUTCOME GOALS

Outcome goals are the DESIRE – the absolute end result. When clarifying this desire, it is crucial to ensure that the description of that goal is the actual end outcome, not a strategy to achieve the outcome. Strategies are not part of this goal – they are a means to achieve the desire, so they must be separated. Strategies fall into the performance and process goals.

For example: "I want to lose 10kg to fit into my size 10 jeans and I will achieve this by going to the gym three times per week". Within this example the outcome goal is 'fitting in size 10 jeans' with one of the possible strategies or process goals being 'go to the gym three times per week' ... but that is not the only strategy that can help achieve the outcome. Other strategies could include changing diet, walking, yoga, etc. Process and performance goals are more targeted to areas where a person has more control, and can be modified along the way towards achieving the outcome.

The outcome goal – the DESIRE is always the 'end result' to be achieved.

When clarifying the outcome goal, explain WHY you want this goal achieved (rewards, benefits).

## PERFORMANCE GOALS

Performance goals are focused on the elements of a person that need to be developed, adjusted, changed or improved. Performance goals help a person to: break-through self-set limitations, increase self-awareness, confidence, self-worth and skill or ability, resulting in healthy confidence and motivation to achieve the desire.

Performance goals work on strengthening a person's ability to control thinking and emotions, as they are directly related to behaviour and motivation to execute actions towards the goal. Performance goals also work on physical ability to execute something like skill, speed, strength, mobility and flexibility. It can also refer to accumulated ability such as knowledge, education, experience and other components that are externally gained, before they are internally learnt.

Performance goals are set to improve overall level, skill or ability, awareness and mental strength that is believed will be needed, improving likeliness to achieve the outcome goal.

## PROCESS GOALS

Process goals are focused on the processes taken to achieve something – how an individual or organisation does something, looking at the actions or steps taken to perform well. For example: a competitive swimmer may set a goal of holding her breath for three more seconds during strokes to improve lung capacity; an organisation may set a goal of responding to customers within two hours of a website enquiry.

Process goals allow for more precise adjustments and refinement of a routine or process, which enables finding the most efficient way to achieve maximum results, enhancing previous performance and improving likeliness to achieve the outcome goal.

## SMART FRAMEWORK FOR GOALS

When setting all goals, use the components of the SMART framework.

SMART stands for: Specific – Measurable – Achievable – Realistic – Time Bound.

- S** Specific - clear, concise detail of what the end result will be.
- M** Measurable - starting and finishing point to track and measure progress.
- A** Achievable - challenging yet achievable and within one's control.
- R** Realistic - relevant to overall life plan with the capacity to begin.
- T** Time Bound - target completion time to achieve the goal.



What is your DESIRE – the Outcome Goal?

What makes this goal so important? WHY do you want to achieve it?

Breakdown the Outcome Goal into small steps ...

What do you need to develop within yourself to achieve it?

What do you need to change in how you currently do things to achieve it?

What do you need to strengthen in your mindset and emotional control to help you achieve it?



# BE UNSTOPPABLE

COACHING

- BE SIGNIFICANT
- BE RESILIENT
- BE PROACTIVE
- BE CONNECTED
- BE DRIVEN
- BE CHALLENGED

BE UNSTOPPABLE

Write Your Desire In Here



Challenges Faced

Performance + Process Goals

Challenges Faced

Performance + Process Goals

Challenges Faced

Performance + Process Goals

Performance + Process Goals

Performance + Process Goals





## Goal Setting ... Planning and Action Goals

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Print the previous page showing the 'Goal Setting Ladder' and make notes on it, to enable you to have a visual representation of your DESIRE - The Outcome Goal, along with the progressive strategies, the Performance and Process Goals, to help you achieve it. Use additional paper to elaborate where needed.

Use the visual reminder to keep you focused on what challenges you are overcoming along the way, how you have learnt and activated mental strength strategies using the BE UNSTOPPABLE DRIVERS, and the progress being made with your performance and process goals.

Remember that achieving anything you desire is done by setting inspiring, meaningful and powerful goals, with a strong sense of 'WHY' (why the goal is important to you). The goal must be broken down into small, progressive and achievable steps.

In the space below, write the action goals are you going implement to help you prepare to develop mental strength and effective strategies to achieve your goal. Take into consideration what you have learnt regarding goal setting and ask your coach if you need help with the BE UNSTOPPABLE DRIVERS, which are a collection of foundational universal wisdom, proven through centuries of application and decades of psychological and behavioural studies, designed to strengthen an individuals mindset, behaviour and outcomes (performance goals).

### ACTION GOALS ... STEPS TO BEGIN PROGRESS TOWARDS THE OUTCOME GOAL