

**September 2016**

**Coaching Tip of the Month for Staff**

SMART Goals: Review

**S**pecific

Goals should be **clear** and **concise**. When developing goals they should address **Who, What, Why,** and **Where.** Precisely written goals do not require interpretation. As you work to help participants develop their goals, encourage them to visualize their goals coming to fruition. This will help them to imagine what they can accomplish and also to anticipate the work they will need to do in order to achieve their goals. ***Visualization is a key aspect of persistence!***

**M**easureable

Research shows that if we know where we are in our progress toward a goal, we do better. This theory can be attributed to the increased usage of exercise and diet tracking devices and can also be applied to our participants. Making sure goals are measurable can help make sure that you and the participant are on the same page. It also provides a milestone marker for providing feedback, praise and celebration. ***Measuring success is key to success.***

**A**ttainable

When we set goals, it usually means we are pushing ourselves to do something that we aren’t comfortable with. That is scary for everyone. What if we fail? What does that say about us? Regardless of whether the long term goal is realistic, make sure the participant thinks all short term goals are attainable. ***Building confidence and momentum is key to long-term persistence.***

**R**elevant

It is easy to for our participants to get distracted by the various day-to-day challenges they may face. Crises and opportunities can arise in participants’ lives that alter their view of what’s important. While it isn’t our job to prioritize or decide what is or is not important, it is our job to encourage our participants to fully consider their path and weigh the importance (relevance) of their goal. ***Ask questions that promote participants to consider the relevance of their short-term goal in relation to their values, hopes and dreams.***

**T**ime-Bound

Procrastination can be a great destroyer of dreams. Goals that are time-bound provide a mechanism for keeping things on track. Remember, goals without a specific measure of time for achievement provide no checkpoint to assess progress. ***The question, “When exactly will you get this completed?” may prove to be one of the most powerful questions of all!***