

Mapping Out Goals

Identifying clear, measurable goals with time frames for completion is a way to set direction. Reviewing this graphic is a powerful way to confront how you spend your time and energy. It's important to make working on the future as compelling as dealing with everyday life. Here are the steps:

- **Pick a time frame.** One hundred days
- **List a goal for each part of life** where you want to make progress....
- **Make goals doable.** Given the focus throughout the time frame....
- **Express outcomes and activities.** ...
- **Make goals measurable.**
- **Not knowing is OK and very powerful.** I don't have to have all the answers. Sometimes I just have the questions. Sometimes I need to recommend others in the organization who can help.
- **They are responsible for making their own decisions.** I can listen, share from my experience and help them sort things out, but it's not up to me to always tell them what to do. I am responsible for clarity and focus but not for making every decision.
- **We are in this together.** We are sharing, learning, and developing together. There is a lot of possibility in this relationship for both of us.

