



## How to...Set Goals



Goal setting helps you to think about the future and organise your time and resources effectively to turn a vision into reality. Setting clear, defined goals will help motivate you and keep you on track to achieving them.

Below are some steps to goal setting.

### 1. Decide on what you want to achieve.

Think of something you want to do or work towards. Ideally something you're interested in or feel excited by – this will increase your chances of achieving it. It can be something big or small - sometimes it's easier to start with smaller goals.

### 2. SMART Goals.

Make sure your goals are clear and reachable. Each one should be:

- **Specific** – Be as clear and specific as possible with what you want to achieve.
- **Measurable** – What evidence will prove you're making progress toward your goal?
- **Achievable** – Have you set an achievable goal?
- **Relevant** – Is this goal relevant to your role as a YA?
- **Time-based** – What is your goal timeframe?

### 3. Write it down

Writing down your goals increases your chances of sticking to them. Write down how you will measure whether you've reached your goals and when you'd like to have achieved it by. e.g. 'I want to start a lunch time basketball class for S1-S3 by March.'

### 4. Tell someone.

Telling someone about your goals will increase the likelihood that you will stick to them. For example – letting your mentor know what you hope to achieve will make you feel more accountable and will motivate you to reach it.



## 5. Break your goal down.

Think about your goal in smaller steps – like multiple little goals on the way to achieving your bigger aim. Sometimes our big goals are a bit vague, like 'I want to improve sport in my school'. Breaking these down helps us be more specific. So, a smaller goal might be 'speak to my head teacher/PE department about setting up a sports committee' or 'fundraise to get more sports equipment/kit'. Having several smaller goals makes reaching your main goal easier and gives you a feeling of success along the way.

## 6. Plan your first step.

Planning the first step will really help to get you started. Even if you don't know where to begin, your first step could simply be asking your mentor for advice on how to get started. Then plan your next step...and the next...

## 7. Keep going.

Working towards our goals can sometimes be difficult and frustrating - so we need to persevere. If a step you're doing isn't working, think of something else you could try that still moves you forward, even a tiny bit. If you're struggling, ask for help! Your mentor or teachers may help you see a different way. If you need to adjust your goal - that's okay too.

## 8. Celebrate!

When you reach your goal, take time to enjoy it! Think about what you enjoyed and learned along the way. Now, what is your next goal or project going to be?