



Exploring 4-H at Home



Community Engagement
and Communications

Pillar: Community Engagement and Communications

Project: Junior 4-H Project Leader

Activity: Setting Goals



CANADA
4-H Saskatchewan

**Junior 4-H
Project Leader**

Activity Guide

How to Set a Goal

What is a “goal” and why do goals matter?

People set goals to give them something to strive for, to measure against, and keep them on track. Setting goals gives us direction, and boosts our motivation and self-confidence. Working towards a goal takes courage and strength... but it also takes practice! :)

Why is it important to set goals now?

Goal-setting is a skill that will come in veeeeeeeery useful throughout your life’s journey! Even when you are a kid, having goals not only helps you focus on where you’re going and what you want, it allows you to complete things and feel pretty darn good about it! Goals can be scary or intimidating, but they can lead to wonderful things!

How do I set a Goal?

You can set goals at any time, for any purpose. **Actually, at the end of this handout, you are going to be challenged to set a goal for the day, for the week, and for the month!**

An example of a goal is, *“I’m going to tune up my bicycle. It squeaks, the front tire is low and my knees hit the handlebars.”* Super! That’s an awesome goal! But we have a few questions about it that haven’t been answered—when are you going to fix it? How are you going to fix that squeak? Do you have a tire pump to pump that tire up with air? What are you going to do about your knees hitting the handlebars?

To help “fill in the blanks” when setting your goals, make sure to follow the **SMART** guidelines:

SPECIFIC

When setting a good goal, don’t just say you’re going to do something: Say *when* you’ll do it by, and *how*. When setting a goal, try to answer the 5 W’s (or at least 2 or 3 W’s) to help clarify your goal.

For example, *“I’m going to tune up my bicycle tomorrow when I know Dad will be in the shop cause I’m going to need his help. I’m going to fix that squeak with the oil can, but I’ll have to ask Dad where it is. I’m also going to find the tire pump in the shed and pump up the tire with air. I also need to adjust my seat cause I’ve grown a couple inches since last year, but I need Dad to loosen the bolt that holds the seat.”*

MEASURABLE

Have some way of checking whether or not you achieved your goal. For example, *“Well, I wanted to tune up my bike tomorrow with Dad’s help, but Dad had to go into town to pick up those tractor parts he’s been waiting for so I couldn’t tune my bike.”*

Does that mean you didn’t achieve your goal? Technically you didn’t finish it when you said you would, but that doesn’t mean you can’t do it the next day! That’s just it about goals—they can be adjusted, or altered.

As well, there is more to a goal than just that ultimate ending. There’s also the time and effort that went into it beforehand. After you’ve set up your Ultimate goal, set up **mini-goals** along the way to help you even more. So even if you don’t achieve your overall goal, at least you can be proud of achieving all the other goals that led up to it.

For example, *“I cleared a work space in the shop where Dad and I could work. I flipped my bike upside down so it was easier to access. I looked in the shed and (finally!) found the tire pump.”* So even though you didn’t get a chance to tune up your bike yet, you can check these three goals off your list—yay to you!

ATTAINABLE

“Baby Steps” can be ideal when setting and achieving goals. Think Big, but realize that Rome wasn’t built in a day. It takes time and “ground work” before you can achieve that one big goal. So set your big goal, but also set little goals that you have to achieve beforehand. Therefore in the end, all your goals are attainable.

For example: If your ultimate goal is to clean your room, your mini goals can include: *Organize the closet; Set up a new shelf beside my bed and fill it with my stuff; Go through old toys and figure out which ones I want to keep and which I can give away; Go through clothes and donate clothes that are too small; Unearth whatever is under my bed and sort it; Ask Mom to help me clean and vacuum under the bed...*

REALISTIC

While Thinking Big is always encouraged, there are also certain elements that must be considered when setting your goals. When setting your goals, always consider the 5 W’s - Who, What, Where, When, Why.

But after setting your 5 W’s, it’s time to start “thinking in corners”. Say your goal is to clean your room—ask yourself realistic things like: *Can I do this in a day or is it going to take me all week to clean my room from top to bottom? Can Mom buy me up a new shelf when she is in the city on Tuesday (and can she help me set it up!?) How can I get everything out from under my bed because I have a bunk bed and it’s really hard to move!*

Sometimes after considering all the extra details, you will realize your goal isn’t realistic. (*“I can’t clean my room in one day. If I want to do it right, it’ll probably take me all week.”*) You may have to tweak your original goal, create some more mini-goals to help you with your ultimate goal, or come up with a new goal altogether.

TIMEABLE

With regards to time, the more specific you are in setting your goal with regards to time, the easier it is to complete it:

- *“My ultimate goal is to Clean My Room. I want it cleaned as soon as possible, because I’m sick of stepping on Legos and there is now a mystery smell coming from the corner. I want to clean my room starting tomorrow (Monday) and have it finished in time for the weekend (Friday). Mom’s birthday is on Sunday, so I don’t want her or me to be worrying about cleaning a room on her birthday.”*
- *“I will need to get a new shelf to put those boxes that are cluttering up my closet. I have to get Mom to buy me a new shelf, but she is going to town on Tuesday afternoon so I won’t be able to move those closet boxes until after the shelf is set up. I will set the shelf up on Wednesday and clean the closet then, so on Monday and Tuesday I will focus on going through old toys and clothes and sorting them. I will also focus on the corner pile of junk and figure out what the mystery smell is. (My guesses are it’s either my sandals that have gone missing, or a cheese stick from last week! Oops!)”*
- *“Cleaning underneath the bed is a huge task because I know there’s a TON of stuff under there. I will clean that on Friday, as I will need space on the floor to pull everything out and go through it.”*

KEEP IN MIND:

Even if you didn’t reach your ultimate goal, you attained all those little goals along the way - they count too! What’s more important—the end result, or everything you learned on your journey there?

The next page has a goal-setting challenge for you! Give it a try and see if you are able to set and achieve some goals! Good luck! :)

The Goal-Setting Challenge:

We challenge you to set some goals for yourself for the next **Day, Week** and **Month**.

After you have set your “Ultimate” goals, see if you can “break them down” into a series of mini goals. Be sure to use the **SMART** method in setting up goals.

Keep track **when you accomplish a mini-goal, adjust a goal, or had to abandon a goal**. Once you're all done, **assess the situation**—Did you achieve your mini goals? Did you achieve your “Ultimate” goal? Why or why not?

There’s no judgement here—you are *learning* how to set goals. There’s bound to be some ‘rocky terrain’ here and there, especially when you’re learning to do by doing. Good for you for having the courage to set a goal and work towards it!

TODAY’S GOAL:

THIS WEEK’S GOAL:

THIS MONTH’S GOAL:
