

As a leader or manager Sir John Whitmore suggests "you may help others to solve problems, make better decisions, learn new skills or progress in their role or career. One proven approach that helps with this is the GROW model". (Whitmore 1992)

- Goal find out what you want to work on / discuss could be short or long-term goals
- **Reality** ask questions that help you think about the current situation related to the goal/s. Questions that raise awareness / promote self-reflection and thinking
- **Options** encourage the generation of as many options as possible without judging them asking 'Apart from that is another possibility?' How to think outside the box? Be more creative.
- Will How to help determine which option to focus on? The timing. First steps?

and Halina suggests there are 2 further stages to add to this goal model which are:

- time tracking by when will the goal be achieved; how will progress be tracked?
- how will you know that you have got your goal? What is the evidence? What might people in your team or colleagues notice?

This makes the **GROWth** model for setting and achieving goals.

Goal setting is not just about identifying what you want to achieve. It's about how you will achieve it – Process Goals. How you will measure that achievement – Performance Goals

When challenging goals are broken down into realistic steps then systematically achieved naturally motivation, commitment and self-confidence will grow. The old question ... how do you eat an elephant? A bite at a time – applies.

Important to remember that goals need to be set according to the age, stage of development, confidence, ability, and motivation of the individual. Beginners at goal setting require short term easily achieved goals to boost confidence whereas the experienced ©Halina Jaroszewska 2020

individual needs more challenging yet realistic goals. Or do they? Maybe, just maybe let the individual take charge and set their desired goals. Make sure that support is available.



Recycle to achieve your goal

### **The Process**

The following questions can be used to inform each of the sections of the GROWth Model

Once you have addressed all the questions, make your full GROWth statement which will include all the relevant information. A time deadline and reward for the completion of your goal.

### Goal

- What's important to you when it comes to [theme]?
- What will reaching the goal give you?
- What do you want to achieve in [theme]?
- How will you know you've reached your goal?
- How will you know the problem has been solved

### Reality

- What's happening to you now?
- What, when, with whom and how often?
- What is the result of that?
- Why is this theme a problem?
- What are concrete examples of this problem?
- What's been going wrong so far?
- How do you manage to fail? Teach me how to do it.
- What went well?
- Is this always a problem or are there situations in which it isn't?

### ©Halina Jaroszewska 2020

- What are the defining factors? What can make the difference?
- What have you done so far?

# Options

- What else could you do?
- What would you do if [obstacle] didn't stop you?
- Imagine you already reached your goal. How did you do it?
- What if this obstacle wasn't there anymore?
- What else do you need to reach your goal? Where can you get it?
- Which criteria will you use to evaluate this option?
- What are the pros and cons of this option?

# Will or Way Forward

- What exactly will you do to reach your goal, and when?
- Which of these options will you take?
- Will this plan get you to your goal?
- Will it solve the underlying problem, too?
- Have all potential obstacles been taken into account?
- What actions will you take to overcome any obstacles?
- How can your surroundings support you?
- What concrete step can you take NOW?
- What steps come after?
- How motivated are you, on a scale from 1 to 10, to go for this option?
- What do you need to have a 10? Where can you get that?

# Time tracker

- Date and time by when you will have achieved your goal?
- Time milestones along the way to keep you on track

# How will you know

- What evidence will demonstrate that you have got your goal?
- What might people in your team or colleagues notice?
- How will you be different?
- How can you use this process to build up evidence for your appraisals?