
RYP QUARTERLY

February 2024

Your Start of Year Goal Setting

*The start of another year provides a good opportunity to take a little time out to reflect on the past year and assess what matters to you. This is not about setting huge new year resolutions, but more about identifying and pursuing what matters to you. A 3 x 3 x 3 framework is a useful approach, something for yourself daily, targets to achieve by the first quarter, and some goals for the year. **Keep to no more than 3 each – otherwise you will never remember them!***

The Choice

You can choose to learn, explore, and personally develop each year for the next 20 years, or you can choose to have the same year every year for the next 20 years? One choice guarantees something will happen. The other choice guarantees nothing will happen



3 x 3 x 3 Goal Setting

- 3 Goals You Will Do Daily (keep practical & doable)
- 3 Goals to Achieve by the First Quarter
(Deliverables to complete in 3 months)
- 3 Goals for the Year (Targets – Milestones – Achievements to hit by end of Year)

***Goals without plans are merely a wish.
Plans not executed are merely unfulfilled promises.
Facta non Verba – Deed Not Words***



3 STEPS TO ADOPT:



STEP 1: REFLECT ON THE PAST YEAR

Important to reflect on both your career and personal life and the things that matter. Remember there are 7 Dimensions of wellness that include: Love & Relationships, Family, Physical Health & Well-Being, Mental Health, Finance, Career, Hobbies, Interests & Vocations. To help guide your reflections answer the following questions. You don't need long answers, or answer all the questions, but focus on the ones that resonate with you. Dot points are fine. This will help you create a mind map on a page:

- What fulfilled you over the past year?
- What frustrated you over the past year?
- What did you do well?
- What could you improve?
- What are the things that matter the most to you?
- What is limiting you to perform at your optimum happiness?
- What will help enable you to perform at your optimal happiness?
- Where did you waste your time?
- What was the optimal use of your time?
- Where did you focus your time and energy?
- What fuelled your motivation and inspired you?
- What demotivated you?
- What did you learn last year?
- What interests you? What do you need to learn, or what would you like to experience more of?

Critical Reflection is the mechanism to fuel personal development. Without reflection and the gift of feedback – no learning can take place



STEP 2: PRIORITISE AND FILTER REFLECTIONS

Read through your mind map and prioritise the ones that you think are the most important to you. Break them into two categories: Professional Priorities and Personal Priorities. Both are important. Keep the list to no more than three in each column. Key is to zero in on what fulfills and motivates you, what will help enable and equip you to perform at optimal levels, and what will help make a difference to you and what you care about (this is ultimately what drives you).

PROFESSIONAL PRIORITIES:

Things you need to do, experience, become, master, learn, and achieve. Remember learning is everything you do so do not fill your year with training courses. Pursue things that will fulfil you and enhance your career. **Apply the 70-20-10 learning framework:**

70% of all learning is on the job – so focus on things you need to attempt and explore.

20% of all learning is from a colleague – so who do you need to liaise with to learn from.

10% of all learning is in a formal setting – choose these wisely – what you need training in.

Learning is everything you do. Not how many courses you undertake

BALANCE PERSONAL PRIORITIES:

Success at the expense of your health or your family is failure!

They are things you will need to do, and invest time in, make a priority. No matter how you cut it, your Family requires your time, presence, and commitment. Personal Priorities cannot be an afterthought when you have the time, or something you do on weekends.

Likewise, your health requires constancy of effort and application. Your habits, routine, daily rituals, and personal well-being formula is an important investment that requires your prioritisation throughout the year.

You need to ensure you have your formula for balancing your professional and personal priorities. No formula means no balance. A formula helps try and have some balance. It is never easy, especially with a growing family and demanding job.

Never miss what you cannot get back is a useful filter to help prioritise things. Define the things that if you do miss you will never get back! Family events, children's birthdays, significant school milestones, or important times with Family & Friends.

It is easy to have a full diary. It requires careful focus and attention to have a fulfilled diary!



STEP 3: SET GOALS USING 3 X 3 X 3 FORMAT

Less is More! People with long lists of goals rarely if ever achieve them. The longer the list – the harder to remember them! I would suggest you take your list of professional and personal goals and apply the x 3 Goal Setting Framework, and have no more than three in each, blended between personal and professional needs.

- **3 Goals You Will Do Daily** (keep practical & doable)
- **3 Goals to Achieve by the First Quarter** (Deliverables to complete in 3 months)
- **3 Goals for the Year** (Targets – Milestones – Achievements to hit by end of Year)

DAILY: It is the little things you do daily that builds discipline and incremental improvement. These can be simple rituals you undertake such as reading rather than scrolling in bed, or making family time a priority, or setting aside to exercise, and taking up a new personal ritual each day. It is the little things that you do each day that improves your overall wellbeing.

QUARTERLY: Quarterly deliverables are important to foster a sense of progress and achievement and helps with sequencing goals and objectives. Not everything has to be achieved or pursued at the same time. Sequence things, complete what you start, and start with what makes sense to you – but above all start!

YEARLY: Yearly Goals are the outcomes of what you do daily and achieve quarterly. A goal can only be achieved by successfully completing milestones along the way. They are an outcome. Effective annual goals help filter your day-to-day decision making. Focus on what will add to your contentment and sense of fulfillment at the end of the year. It may not be that job promotion!

Remember: Less is More! No more than three goals or objectives. Anymore and it will be difficult to remember. If you cannot remember them, they are not meaningful to you. You can only achieve what you remember.

IN SUMMARY:

Focus on what matters to you. Aim to have a fulfilled year, rather than a successful year. Fulfillment is judged by you. Success is judged by others. What matters is what fuels your passions, contentment, sense of achievement, and interests. But above all keep it simple:

PERSONAL & PROFESSIONAL

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FINALLY

Honesty is key. It is easy to default focusing on career goals. We often get caught up in the need for constant career development and progress. It is important. But it must be balanced. Life is made up of many moments and conflicting priorities. It requires a personalised balanced approach, which can only be acted on by you.

Goals without plans are merely a wish.

Plans that are not executed are merely unfulfilled promises.

Your words reveal your intentions.

Your actions reveal your character.

Facta non Verba – Deeds Not Words

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