

Team Goal Setting

The Essential Guide to
Creating Team Results

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Missing the
Target



Make it
Different




Be Prepared



Get the Goals

You had it all planned, it was going to be your time! Goals would be set, your team would rise to the occasion, records would be broken and hurrahs would fill the air. But something happened. The chug went out of the engine and the goals were left stranded, and you felt defeated, let down by your team. How did this happen and how can next time be different? How can you and your team move forward, with power? Consider this about goals:



Top Down Goals are often:

- Leader Defined
- Metric Based
- Not Achievable (cost effective-no goal, no bonus)
- Demoralizing
- Necessary

Bottom UP Goals are often:

- Leader Guided
- Performance based
- Team approved
- Energizing
- Downplayed

As it turns out, teams only achieve goals they buy into and the best way to get them to buy into their goals is to let them set the goals. But this is frightening in most organizations. Will they set the bar too low? Will they achieve what the company needs to stay on track? The answer is YES! And in these pages we will explore how to move your team forward, creatively, and how you can help them set and achieve goals, yes even the goals *YOU* want, with positive energy.



Team Goal Setting Truths

I am going to be blunt here.

If you are cramming goals down to your team, telling them what they *have* to do to keep their jobs; setting the targets and demanding results, your results are going to be lackluster.

If, however, you have assembled the right people, given them space to explore possibilities, offered them facts paired with a vision and the tools needed, they will set and achieve goals that will blow your socks off.

Now, of course, part of the trick is to assemble the right people. Hire carefully. If you are working with a community project, not a company one, choose your guest list wisely. The right people always yield the best results.

I could beat on this drum all day, but you and I both know that we work better when we are working towards something we want, not something the boss, the market, or our mother thinks is the right goal. This is true for your team; with the caveat that, believe it or not, they want to impress you. Use this bit of power well and the world is your oyster.

Give your team some guidance, and some leeway, and see what they come up with. It's all going to be just fine. Trust me, I've been setting goals with teams for over 25 years- you can do this. Let the team lead your goals this time.



Have dramatic eye rolls, or huge sighs been a part of your goal setting sessions?

One person thinks they are better than the process, someone never feels heard, and the entire team feels like it takes too long, with too much histrionics and not enough results.

It's no wonder you feel a bit of panic about putting this day together. Both you and your team deserve better!



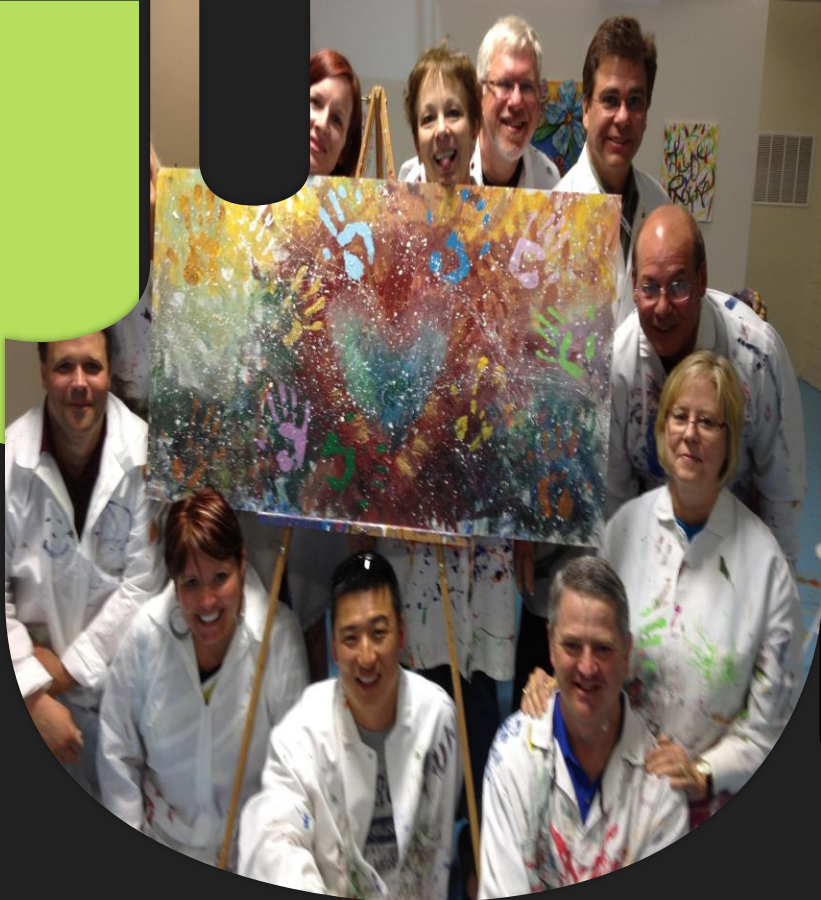
This time you are going to hit the target, however because this time you are going to set the stage with team building.

Yes! Team building. Team Building gets everyone onto the same page, gives them the opportunity to work out differences, and form new relationships.

In the best-case scenarios, you will spend 2-4 hours building --doing something collaborative, not competitive, to build their capacity to work together.

Afterwards, you will have a team that is relaxed **and ready to set the kind of goals that move companies forward!**





If you and your team are not producing at top capacity, you are probably suffering from lackluster goals, set in lackluster spaces.

Move the Stage---5 Tips

- **Move!** Do not meet in the same conference room where they report results, sleep through presentations, and wonder why they were called to another pointless meeting. Get outside, go to the library, rent a boat for the day. Simply changing locations will change perspectives, and results.
- **Move!** Start with a dance-off, some really bad line-dancing or perhaps a well led stretching session. This movement can last from 5 to 45 minutes and will pay dividends throughout the event. If you want a really fun, laughter inducing, paper dance idea, give us a call at 855-832-6278
- **Move!** Once everyone has taken their seats or has been working with the same group for each conversation, move everyone around. New perspectives, broken negativity circles, boggle fresh ideas, all are results of moving.
- **Move!** I know, we sound a bit repetitive, but this time you are going to move furniture- *doesn't that sound fun!* Take the tables out of the room, put everyone in circles, sit on the floor, or- if you are really brave - and we think you are because you're still reading - have everyone stand! Standing, leaning against the wall, milling around; the more your team moves, the more creative and concrete the goals will become. Movement inspires growth and a possibility mindset! Try it.
- **Move over!** Hire a facilitator. If you ask your team to sit on the floor, well they are going to roll their eyes so hard that the collective energy could cause a tsunami. However, and this is why you should consider moving over, if a stranger, a paid expert, a person from out of town, asks them to sit on the floor, all of a sudden it is edgy, exciting and the best idea ever! A facilitator can also say what you 'want' to say, what you 'can't' say and what you 'need' to say in a way your team will actually listen.

Set The Stage--- 5 tips

Schedule your event early in the week so your team's renewed energy is used in the workplace, not the backyard.

You've got your moves all planned, your facilitator is on the plane, the team is anxiously awaiting strategic planning day (okay, that last one might be a stretch, but work with us here) it is time to set the stage for results!

1. Music. Create a playlist with upbeat, slowbeat, and offbeat sounds, then be ready to change up what's happening in the room according to the sounds you are playing. Walk-in music should be upbeat. Thinking music should be soothing. *'We're stuck and can't figure out a solution to our problem'* put on a crazy funny tune, and watch how everyone changes their thinking.

2. Paper on the tables. Paper on the wall. Paper on the floor. Brown paper is \$10 per roll at the hardware store but the goals, thoughts, ideas, and jokes, written on the wall, and across the table are worth their weight in gold.


3. Color! Color influences results. Bring in markers, crayons, construction paper (we know, eye rolls, that is why you hired a facilitator) and lots of post it notes. Art on the walls, colors on the tables, you dressed in flashy orange, purple or neon green; all of the color in the room excites the crowd, and gets you results.

4. Fidgets. In case you haven't guessed, we think color and movement leads to thinking, talking, creating and working together. Add some brightly colored fidget devices to the tables, or around the room and watch your team turn to them when they are thinking, on break, or figuring out a problem.

5. Food. Okay, this should have been first, we're sorry and hope you haven't gotten too hungry yet. Brains need food. Emotions like food. Eating is pretty darn popular. Bring in favorite snacks, new tastes, and plenty of protein, healthy carbs, and something really unusual so they have something to talk about. Food. It's what people work for.

Sound the Horn---5 Tips

1. **It's MANDATORY!** Wow- way to kill the spirit- send out a meeting notice with the word mandatory and unusual diseases start to plague your team. Instead try participation required. Attendance expected. Lunch will be served. All team members will meet... . Or, make it a private, *I will see you at 9am, Bob, and we will be done at 4pm.* If you can, please, avoid mandatory.
2. **Please watch!** We humans love videos- thus YouTube. With the meeting notice send out a link to a short video that intrigues you. Send another the next day, this time make it meaty. Tell them you want their opinion on the video and will talk about it during the goal setting session. Send a funny video, send a serious video, just create a shared viewing experience that will whet their appetites.
3. **Please Bring!** Don't follow those words with '*your budget analysis*' follow with something interesting, thought provoking, or that can add to the conversation. People like to be involved and responsible (well at least we hope yours do!) so ask them to add to the day and they will step up and in!
4. **Safety first.** We are still cavemen in our little tiny frog brains, and we want to know topics, temperatures, who will be in the cave with us, and just exactly how long we might be trapped. Send an agenda. Suggest attire. Tell them there will be food....but keep a few things as a surprise. *Its powerful when we set up Canvas Creek in a boring old board room- the participants walk in, having been told to dress for gardening- and are thrown back on their heels when they see tarps on the floor, plastic on the walls, and blank canvases from wall to wall. That shock turns into a shared experience of which the benefits roll over into the goal setting.* So, tell them you will keep them safe, but shock them just a little.
5. **Connect** with each person and tell them what you hope they bring to the day, "Joe, your sense of humor is what I am counting on." "Bailey, I appreciate your enthusiasm for change, it will be important at the meeting, Thursday!" It might be an attitude, it might be a report, but the more they are involved, the better your results will be!



This is going to be epic. You've set the stage, planned the moves, now all you need is the people and they are, right now, this very moment, trying to figure out how to get out of another boring meeting. It's time to sound the horn and get them excited to come into the room!

Play for the Win

You're ready, they are in the room and it is show time! Here are 5 final tips for making this a successful goal setting day.

- 1. Be prepared** to stop and lean into the important conversations.
- 2. Start on time** no matter who is missing. Do a fake start if you need to, but if the meeting starts at 9, the meeting starts at 9. Honor the people in the room, not the tardy souls.
- 3. Watch the participants.** When eyes glaze, or phones come out, it is time for a break, even if the agenda does not call for one your team does, and they will thank you for it by giving you the results you desire. Get up and shake it out to some music, if nothing else.
- 4. Pepper in the facts,** but don't drone on and on. Present the vision, the possibilities, but don't limit the results. You hired good people (right?) so let them take the ball and run with it. Your job is to ask the questions, support the ideas and make your team comfortable as they move forward.
- 5. Challenge the status quo.** They are moving along, setting the goals, making the plans, but could it be better, are they doing enough? The resources page, at the end of this booklet, has two podcasts to listen to---just to have in the back of your brain, questions and ideas you could insert, if needed. *(Again, these questions are more welcome from a facilitator, but facilitator or no, they are fun questions to ask.)*



Now What

Initial enthusiasm lasts 24-48 hours. Plan to follow up with your team quickly!

Having fun, setting goals, leaning into big conversations, is only as good as the results.

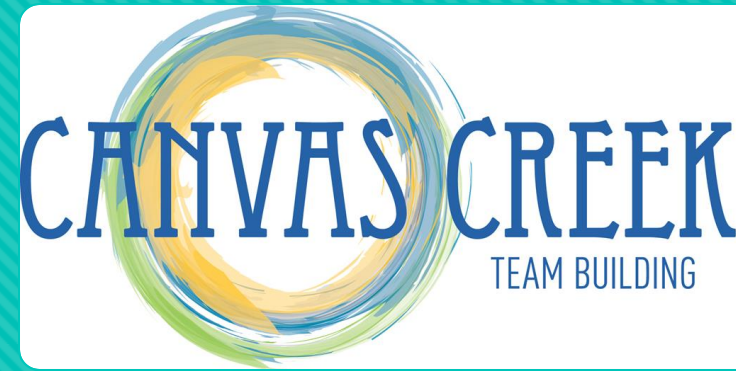
During the day

- **Frequently check in with your team.** Are they all-in or a bit unenthused about their goals or the process? What can you adjust?
- **Who needs to be heard?** The reason for team building combined with goal setting is to give everyone a voice, to quiet the nerves and to be ready for the honesty. Make sure you, or your facilitator, make space for each person to add their opinion. We often do this with sticky note activities. We can talk more about that when you schedule a team assessment call at 855-832-6278
- **Debrief.** Do not run and rush to the end of the day and not leave time for a final debriefing. During this time you can adjust goals, clarify expectations, praise participation. This is one of the most important things your team needs, closure and commitment.

Commitment

- **Most people**, no matter how committed, need some form of accountability. Once you determine what the goals are, decide on the milestones and where their biggest struggles will come into play.
- **Set up frequent goal communication.** Is it a chart in the hallway, a weekly email, monthly coaching calls? What does your team want in order to feel supported in achieving the goals they have set together? Ask, and deliver, to watch the goal getting begin.
- **If** a deadline is missed, or the work not being done, we suggest you practice the program laid out in **Crucial Accountability** by VitalSmarts or hiring an outside coach to help them over their hurdles. Incentives seldom work, but caring, noticing, and consistency does.
- **Accountability groups** can be a powerful way to move teams forward. Help your team to set up, and administer appropriate groups and watch the goal getting begin!

Collaborative Art



○ The reason to use collaborative art before goal setting is that it is the fastest way to take a group of people and form them into a functioning team. The art may not be beautiful, but their pride, and commitment to one another is.

○ The reason to use Canvas Creek for that experience is that we created it, tested it, and perfected it with over 70,000 participants. We create results, and happy teams.

Every time.

THANK YOU!

If you are interested in having Karen Grosz, or one of her team leads, facilitate your next event, you should know that they do travel, generally out of Billings, Mt. or Phoenix, Az and are fully committed to helping you and your team set and achieve significant goals.

○ karend144@gmail.com

○ Phone: 855-832-6278



More Resources

Connect with Karen Grosz

- Schedule a team assessment or purchase a coaching call at <https://calendly.com/karend144>

Podcasts with Jim Qwik

- Exponential thinking,
<https://bit.ly/2NPFMc1>
- And Exponential thinking for organizations <https://bit.ly/37dY11m>

Read ***What's Next?***

Written in an easy, text book style, ***What's Next?*** will help you and your team to look at goals in a whole new way.

This book is like having an honest coach who wants the very best for you, right beside you.

Karen uses her story to encourage you to be more, to do more, and to give more to the world.

You can find it on Amazon <https://amzn.to/2Ro4YXW> or by contacting us at karend144@gmail.com



Connect with Karen:

Watch- TEDx Talk- Innovative Teams

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