

Newton Counseling Center

David Poles, LMHC, CRC

10 Langley Rd, suite 200

Newton, MA 02459

617-332-7588

www.newtoncounselingcenter.com

david@newtoncounselingcenter.com

Spring 2005

Table of Contents:

- A Welcome from David Poles, LMHC, CRC
- Article: **Resolving to get a Fresh Start by Setting Goals**
- Special Events and Services
- Client Questions and Answers
- Monthly Exercise

Welcome to *New Beginnings*. This quarterly publication is dedicated to assisting you in learning how to get more of what you want and changing when necessary. This newsletter is filled with expert articles, discussion exercises, resources, tools, questions and answers.

Article

New Beginnings: Resolving to get a Fresh Start by Setting Goals

Whenever December 31st rolls around, people come up with resolutions or wishes or dreams about the New Year. They say “I’m gonna do this or I’m gonna do that.” However, people are often disappointed and frustrated when the weight doesn’t come off or the new job doesn’t arrive. Why don’t these folks succeed? The reason is that they don’t know how to set goals.

It is important to set goals because goals act as a compass or road map. Goals get us to where we want to go. People who don’t have goals, often live their lives out of focus. Their lives go in many different directions and they seldom accomplish their major objectives in life. Having goals build self worth as well as meaning and purpose. Reality Therapy, also known as Choice Theory by Dr. Bill Glasser states that all people have five essential major need areas; fun, survival, power, love, and freedom. Having goals satisfies these needs. According to Zig Ziglar, famous motivational speaker one must have goals within 7 major areas of his or her life. He states that in order to achieve a balanced, happy life, one should have goals in the areas of mental, physical, career, financial, spiritual, family and personal. Ziglar also believes that people should have

different time lines for achieving goals; short term goals of one month or less, intermediate goals of one month to one year and long term goals of one year or more.

What are physical goals?

Physical goals relate to appearance, regular checkups, energy level, muscle tone, weight control, diet and nutrition, stress control, endurance and strength and having a regular fitness program.

What are financial goals?

Financial goals relate to proper priorities, personal budget, impulse purchases, earnings, living within income, charge accounts kept current, adequate insurance, investments, financial statements or “bottom line”.

What are spiritual goals?

Spiritual goals relate to belief in God or a higher power, involvement in a place of worship, sharing faith with others, prayer, religious study, and inner peace.

What are mental goals?

Mental goals relate to reading and listening to motivational material, associating with uplifting people, having a positive outlook, happy most of the time, having stable moods, and contentment.

What are family goals?

Family goals relate to relationships with parents, relationships with siblings, relationships with mate, relationship with children, relationships with extended family, spending time with family, enjoying time with family, and making family a priority.

What are career goals?

Career goals relate to being challenged, happy, having a chance to advance or grow with your company, growing in career knowledge, continuing education, having a goals program in place, being where you want to be.

What are personal goals?

Personal goals relate to recreation, friendships, community involvement, hobbies, quiet time, growth time and consistent life.

How to Set Goals:

1. *The first step is to take a personal inventory.* Take out a piece of paper, and divide it into 3 columns. One column is to be labeled “Everything I want to be”, another one is to be labeled “Everything I want to do”, and the third column is to be labeled “Everything I want to have”. Take fifteen to twenty minutes to write down everything you want to be do or have in your life time. Let your imagination run wild. Do not judge anything that you have written. One of the

biggest problems that people have is that they discount their dreams as unrealistic. Remember goals that are not written down are simply wishes. Written goal statements act as clarification and motivation.

2. ***The second step is to make sure what you have written is really a reflection of who you are.*** After 24 hours go back to this list and ask yourself; is this goal morally right and fair for me and for others? Is this goal in line with my values? Can I emotionally commit myself to this goal? Is this really my goal or is it some else's? Is this really what I want or is it what I need? How much time and energy can I spend trying to get what I want rather than what I need? Be honest. Cross out goals that don't pass the aforementioned screening.
3. ***The third step is to be as specific and measurable as possible.*** Stating that I want to lose weight is not specific. Stating that I want to lose 5 pounds by February 1st at 8a.m. is specific. For each of the remaining goals listed, put a specific date for it's accomplishment and then put it into one of three time categories; short term (one month or less), intermediate (one month to one year), or long term (one year or more).
4. ***The fourth step is to identify helpful resources for the attainment of each goal.*** Transfer each goal with its date for accomplishment onto a 3x5 card, listing the necessary steps, resources and the people needed for the attainment of each goal.
5. ***The fifth step is to have a daily plan.*** Take five steps each day toward the accomplishment of your goal. According to Jack Canfield, author of The Principles of Success and the Chicken Soup Book Series, "The rule of 5" refers to doing the five most important things each day toward the achievement of a major goal.
6. ***The sixth step is review and revision.*** Written goals should be reviewed in the morning and a night before going to bed in order to put these goals into your memory and subconscious. Also, periodically look at the resources you use and the steps you are taking to achieve these goals. If something is not working, don't do it. Try something else.
7. Write your ten top goals every day using the first person, speaking in the positive and have a deadline. For example; I have lost 15 pounds by September 1st. Rewrite your ten major goals every day in a journal. After a while you while begin to get results.
8. ***Use a Personal Coach to get you motivated!*** Using myself as a coach, I can help you with goal setting. I am able to provide counseling, support and coaching to assist you in reaching your full potential. Please call me for an informational, complimentary session.

According to Steven Covey, author of The Seven Habits of Highly Effective People, our lives can be compartmentalized into one of four quadrants. Quadrant one is important and urgent, quadrant two is important but not urgent, quadrant three is urgent but not important and quadrant four is neither urgent nor important i.e. Watching T.V. Active goal setting is in quadrant two.

Special Events and Services

Newton Counseling Center is offering an ongoing walking and running group along with counseling psycho education. We will meet at 10 Langley Road in Newton Centre on Sunday mornings at 9am. The first session is complimentary. Please call 617-332-7588 if you are interested.

Client questions and answers from Dave

Q) I am not sleeping well. How can I address this?

A) This could be due to a number of factors. Daily exercise is key. Eliminate caffeine after 12pm. Proper sleep hygiene greatly aids in a good night's sleep. Perhaps what's going on during the day for you is contributing to poor sleep. Use a journal. Make a to do list for the next day before you go to bed. Go to bed and get up at the same time. Read positive information before going to bed. Do not drink fluids 3-4 hours before going to bed.

Monthly Exercise

Pick one goal, using the aforementioned steps from the goal setting article and let me know how you are doing.

To SUBSCRIBE or UNSUBSCRIBE: EMAIL david@newtoncounselingcenter.com