



**Brief Precis from
Not-for-Profit Managers' Peer Support Group Meeting
6 October 2017**

[Not-for-Profit Managers' meetings hosted by Volunteering Canterbury are held on the first Friday of each month, at Christchurch Community House, to provide an opportunity for NfP Managers to share information, successes and challenges with their peers. As well as this opportunity a specific topic is introduced each month and, where possible, a guest speaker shares their knowledge on the subject. For more information on these meetings, email: outreach@volcan.org.nz]

Monitoring and Achieving Goals

We were delighted that Graeme Luxon was able to join us for our October meeting, Monitoring and Achieving Goals. Those of you who were able to attend will agree that it was a very worthwhile session! I am sure we all went away with one or two things for 'homework!'

Introduction

Graeme has had successful roles in the corporate world, has owned successful businesses, and is also an educator. His life was transformed in 1985 when he read about the Wheel of Life, and applied goal-setting to all aspects of his life. He has three sons, one of whom is the CEO of Air New Zealand.

- Management can be measured, Leadership includes motivation
- Goals are important, in business and outside in our personal lives.
- 'Success comes in Cans' – goals are only useful if you can do it.
- If you believe you can, then goals can be achievable. Visualising goals can be important to achieve.
- Goals = You + Time
- A wise man once asked 'What does archery teach mankind?' 'Only when you have targets do you get anywhere.'

Goals in your personal life

- Personal & Social:
 - Important to grow as an individual. Consider personal growth by contemplating personality profiles: Myers-Briggs, Enneagram, 5 Love Languages, Creatrix
 - Consider you change the majority of your friends every 7 years
- Work & Career:
 - Consider SMART goals – see later
- Family:
 - Consider family time: date nights, time dedicated to children
 - Creating a joint mission with your partner, not just individual goals that might conflict
- Spiritual:
 - Important to find what works for you to create balance – don't leave it until it's too late
- Financial:
 - Think how much money is enough
 - Thinking only about a dollar amount may lead to simply thinking about the person who has double that
- Mind/Intellect
 - Important to keep learning throughout your life



SMART Goals

All Goals should be SMART:

- S – Specific Decide what you want and write it down. A goal without a plan is just a dream.
- M – Measureable Set a date to achieve it or a specific figure. Big goals can then be achieved by breaking it down over a period of time
- A – Attainable Ensure goals can be achieved. Make a plan, make a list.
- R – Relevant Prioritise your goals, then convert into an action plan.
- T – Time-based Do something every day to take you closer.

Visualise – imagine what it's like to achieve your goals.

One thing that will stop you – Fear.

Why do you do what you do?

Not-for-profit managers need different skills – Production, Sales, Marketing, Finance, and Administration: being the CEO.

Important to realise you are business owners – need to grow organisation - if that is your goal.

Consider Ed De Bono's book – 6 Thinking Hats.

Monitoring Goals

- Look at the bigger picture – look at what we do and why we do it
- Planning and organising
- Be accountable
- Celebrate

Appraisals & Score cards

Self-assessment and manager assessment essential to an appraisal

Based on topics important to the business

Leads to professional development

Leads to KPIs (key performance indicators) and goals

E.g. goal to improve strategic thinking – need to spend time working on the business