

ACTIVITY 3.5.2



Below you find a list of statements in relation to goal setting in the counselling process. Please read each statement and state if you agree or disagree. In case you disagree, please argue why!

The overall assessment based on the results of the consultation phase; serve as basis for the definition of goals of the client and for the elaboration of a corresponding action plan. Below you find a list of different statements in relation to the definition of client's goals and the elaboration of an action plan. Please state, which of the statements you would agree or disagree. Please argue in some keywords why you disagree with a statement:

We are now in the phase of goal setting and action planning. The results of the consultation phase should be left behind because they could negatively influence the client's motivation and self-esteem. You and your client should focus on the client's wishes for the future without considering any obstacles.

During the process of defining goals the actual situation on the labour market on the labour market as well as the specific requirements of a job should not be taken too much into account. The most important thing is what job the client likes the most.

You are the labour market expert and therefore goals for the client should be defined by you and not the client. Also the elaboration of an action plan is entirely your duty.



It is important that you as the expert are convinced that defined goals are the right ones for the client. If you act confident as a counsellor the client will follow your lead and work hard to reach the goals defined by you.

It is hard enough to find a job the client likes and also fits to his life situation and personality. Aspects of a specific job offer or work place should not be overrated.

When it comes to client's goals there is one simple rule: Goals have to be challenging!

If your client sets goals that are unrealistic considering the results of the assessment phase, you should better say nothing in order not to risk to influence the client's motivation negatively.

If you are not satisfied with the client's decisions you should simply explain in clear words why he/she is wrong and what decisions you would made.

It is better to agree on goals and steps only verbally. If you write the results of this phase down, the client may feel too much pressure and may fail to reach his/her goals because of that.





Yes, there was a lot to disagree😊. Below, you find some comments you hopefully can agree more to:

Before you start to elaborate concrete goals and steps to reach them together with the client you may at first discuss the assessment of the consultation phase, and summarize in cooperation with the client identified strengths, resources, possible starting points, development requirements and analyse the client's labour market situation.

Basically the goal setting should be accomplished by the client. Leaving the decision about and the definition of specific goals in the hand of the client may foster identification with set goals, high cooperation of the client in the further course of the counselling process and will lead to high motivation of the client

The definition of goals should have a focus on the job that the client wants to get. However other criteria of the aspired work place should be taken into account (e.g. preferring to work in a team or alone, salary, distance to commute to the work place, working hours).

Agreed goals should be formulated as **SMART** goals, which means that the goals should be **S**pecific (is the goals formulated in a concrete way or is it to general?), **M**easurable (can the target achievement be controlled?), **A**ccepted (is the client motivated and cooperative in relation to defined goals?), **R**ealistic (Is it possible to reach defined goals?) and **T**imely (can it be estimated when the goal can be reached?).

Support and correct the process of goal setting by posing questions that help the client to come to an assessment on how realistic are his/her goals for future career by themselves. Possible Questions are: Which of these goals are really essential? Is the expected income sufficient (for instance if client is only interested in a part time job)? How realistic is it to find a





job near to his/her home? Is the job compatible with family duties?

If there is a discrepancy between the goals of the client and your assessment of the situation you should make that transparent und explain the reasons for your assessment clearly.

If you have agreed on goals with your client you should record them in written form.

