Welcome! Please Check-In



Enter in the chat window:

- Your Name
- Your Agency
- *What are you looking forward to today?*

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AMERICA'S POVERTY FIGHTING NETWORK

Harnessing Executive Skills for Goal Achievement
PART 2

November 29th, 2022

2:00pm ET/1:00pm CT/12:00pm MT/11:00am PT

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HELLO THERE!
We're glad that you made it !
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LEARNING COMMUNITIES RESOURCE CENTER



Land Acknowledgement

Every community owes its existence and vitality to generations from around the world who contributed their hopes, dreams, and energy to making the history that led to this moment. Some were brought here against their will, some were drawn to leave their distant homes in hope of a better life, and some have lived on this land for more generations than can be counted.

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Land Acknowledgement

https://native-land.ca/

- **This meeting is being held on the traditional lands of the _____ People, and I pay my respect to elders both past and present, who have stewarded this land throughout the generations."**
  - Please take a moment to consider the many legacies of violence, displacement, migration, and settlement that bring us together here today.
- **Deliver** your statement in the chat including the land/people relevant to the land that you are occupying during this session. **Learn more** by taking time to learn about the Indigenous history of the land you live on. The Partnership team will share the link to the US Department of Arts and Culture in the chat now. Visit https://usdac.us/nativeland to get started.

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The Promise Of Community Action

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community and we are dedicated to helping people help themselves and each other.

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Presenters:





Dana Emanuel
Director of Learning & Innovation
New Moms, Inc.

Karlyn Boens
Learning & Innovation Project Manager,
New Moms, Inc.

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The Hub @ NEW MOMS

Executive Skills 101: A Virtual Workshop Pt.2



Workshop Goals

Part 1: Foundations

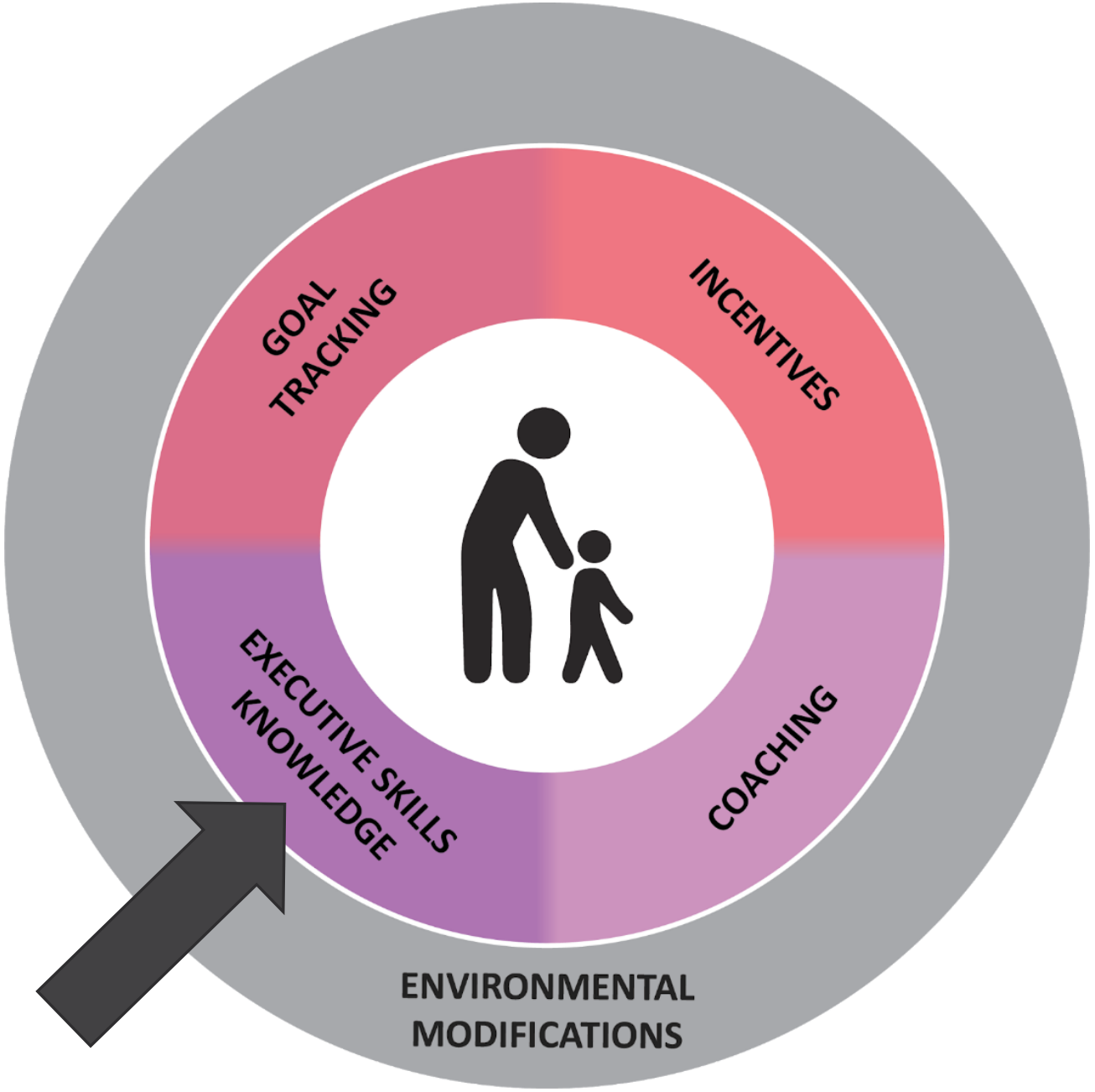
- Understand Executive Skills and why they matter.
- Reflect on your own ES Profile and its impact on your goals and work

Part 2: Application

- Learn environmental modifications to leverage ES strengths/mitigate struggles



An Executive Skills Coaching Approach



How We Organize

- Organization
- Time Management
- Planning/Prioritization

How We React

- Response Inhibition
- Flexibility
- Emotional Control
- Stress Tolerance
- Metacognition

How We Get Things Done

- Task Initiation
- Sustained Attention
- Goal-directed Persistence
- Working Memory

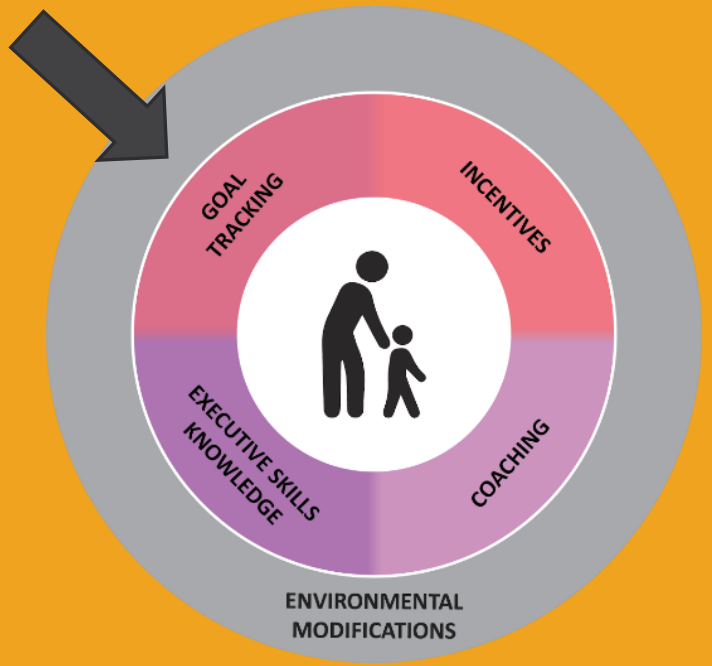
Activity Worksheet: Set Your Goal

What goal do you want to achieve by the end of the month?

Why is it important to you?



Goal Tracking & Coaching



- Short-term SMART Goals that are a **"good fit"** for ES Strengths, timeline, motivation, confidence, and environment
- Coach helps **identify mitigation strategies** for obstacles, nudge progression, and celebrate success
- **Scaffold goals** over time to build muscle, confidence, and motivation for more complex goals

Executive Skills & Goal Process

	Executive Skills
Goal	Metacognition, working memory
Plan	Planning/prioritization, time management, working memory
Do	Task initiation, response inhibition, time management, sustained attention, working memory, flexibility, organization, persistence, stress tolerance, emotional control, cognitive flexibility
Review	Metacognition, working memory
Revise	Flexibility, Metacognition

Goals must be SMART!



...and use Executive Skills strengths AND mitigate for struggles!

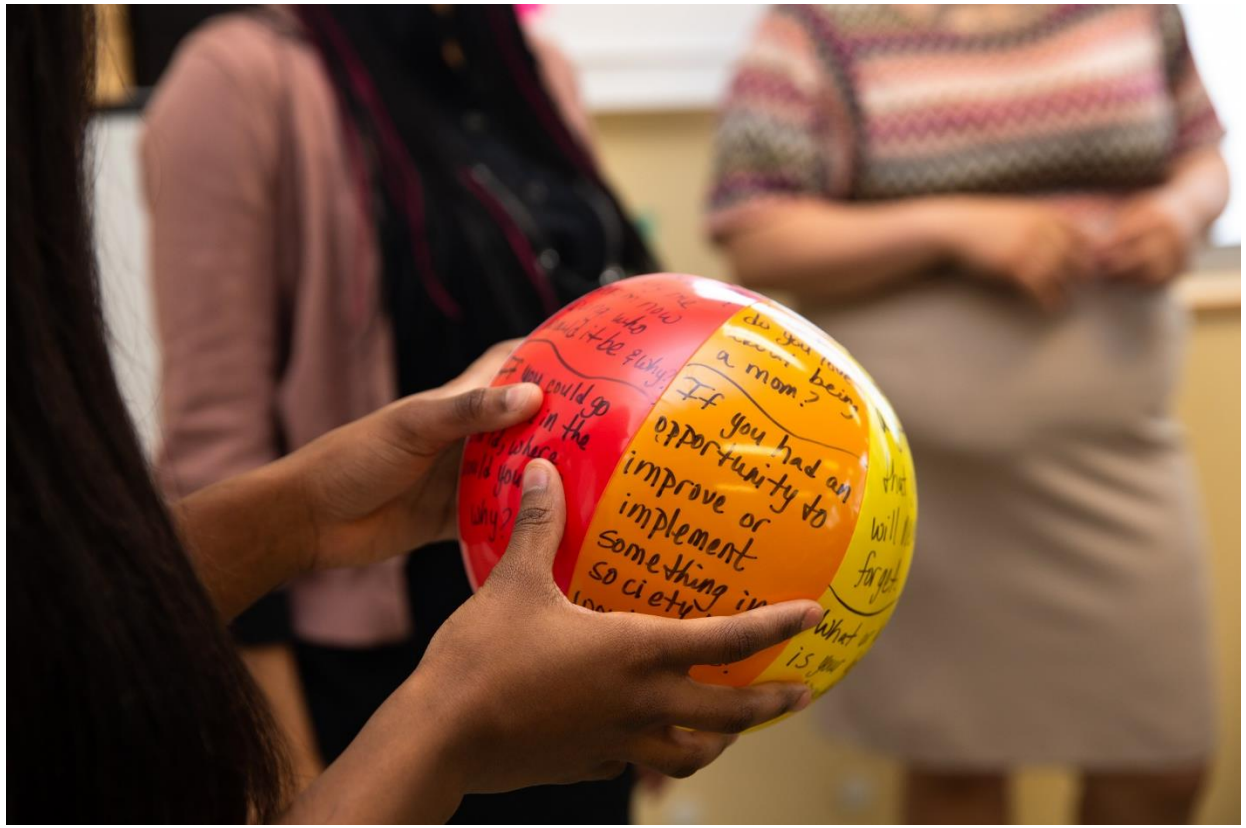
Goal: Finish my funder report.

SMART Goal: Gather and scan into a folder all receipts for the Department of Labor quarterly report by Friday at 5pm.

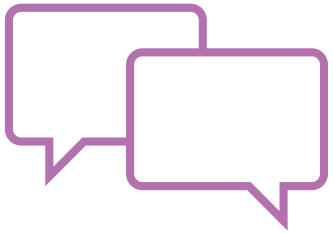
Activity Worksheet: Good-Fit Goal

Reframe your Goal as a SMART Goal: Specific, Measurable, Achievable, Realistic and Timely.

Make sure your Goal leverages your Executive Skills strengths, not your struggles.



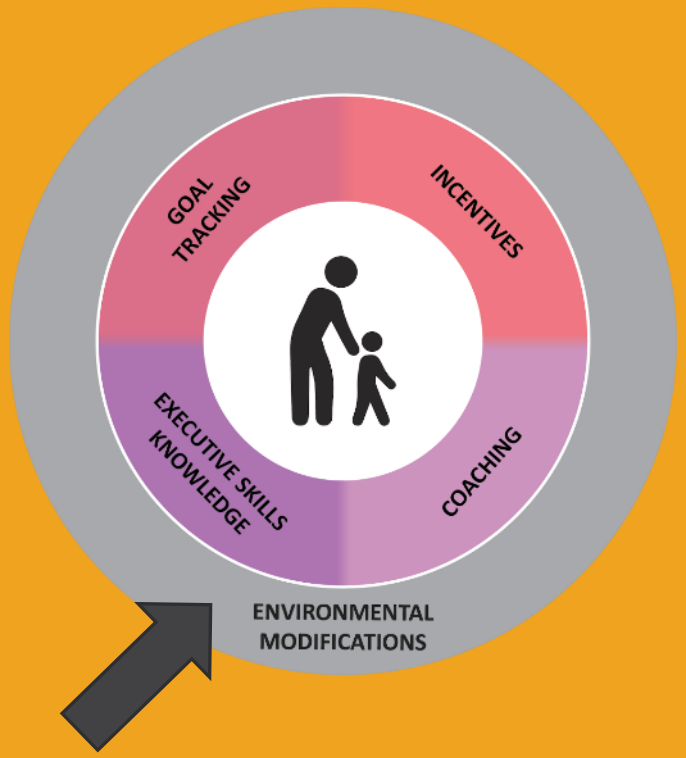
Discussion



1. Share your Reframed “Good-Fit” SMART Goal.
2. How can you make your Goal more Specific, Measurable, Achievable, Realistic and Timely?

Make sure your Goal leverages your **Executive Skills strengths**, not your struggles.

Environmental Modifications



Reduce stress and friction points by modifying:

- Policies and procedures
- Written materials/documents
- Physical environment
- Technology
- Tasks themselves

...to decrease barriers to goal progression!

Executive Skills-based Environmental Modifications

How We Organize

Organization	Establish & label a set place for an item
Time Management	Ask a coworker to help you estimate a reasonable amount of time for the task
Planning/Prioritization	Use a backwards-mapping template

Executive Skills-based Environmental Modifications

How We React

Response Inhibition	5-second rule
Flexibility	Create an if…then plan upfront
Emotional Control	Eliminate the activation
Stress Tolerance	Repeat a mantra or prayer
Metacognition	Create a set routine for self-reflection (ie, Sunday journaling)

Executive Skills-based Environmental Modifications

How We Get Things Done

Task Initiation	Temptation Bundle
Sustained Attention	Set timer for 25 minutes on/5 mins off
Goal-Directed Persistence	Tell someone else your deadline
Working Memory	Set automatic reminders

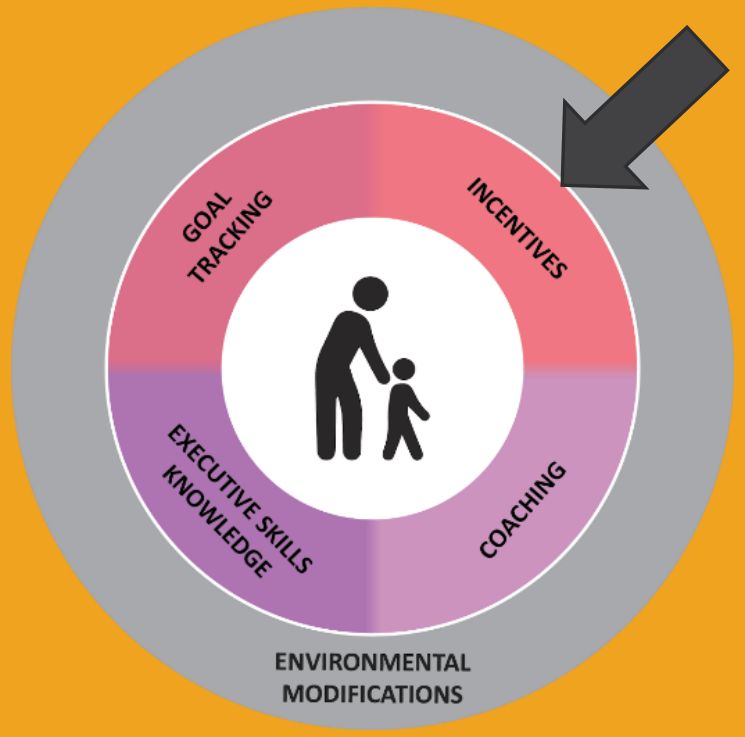
Activity Worksheet: Environmental Modifications

Identify 1-2 modifications from the list that you could use to reduce barriers to your goal

- ✓ physical environment
- ✓ process
- ✓ people around you
- ✓ tools or technology
- ✓ the task itself



Incentives



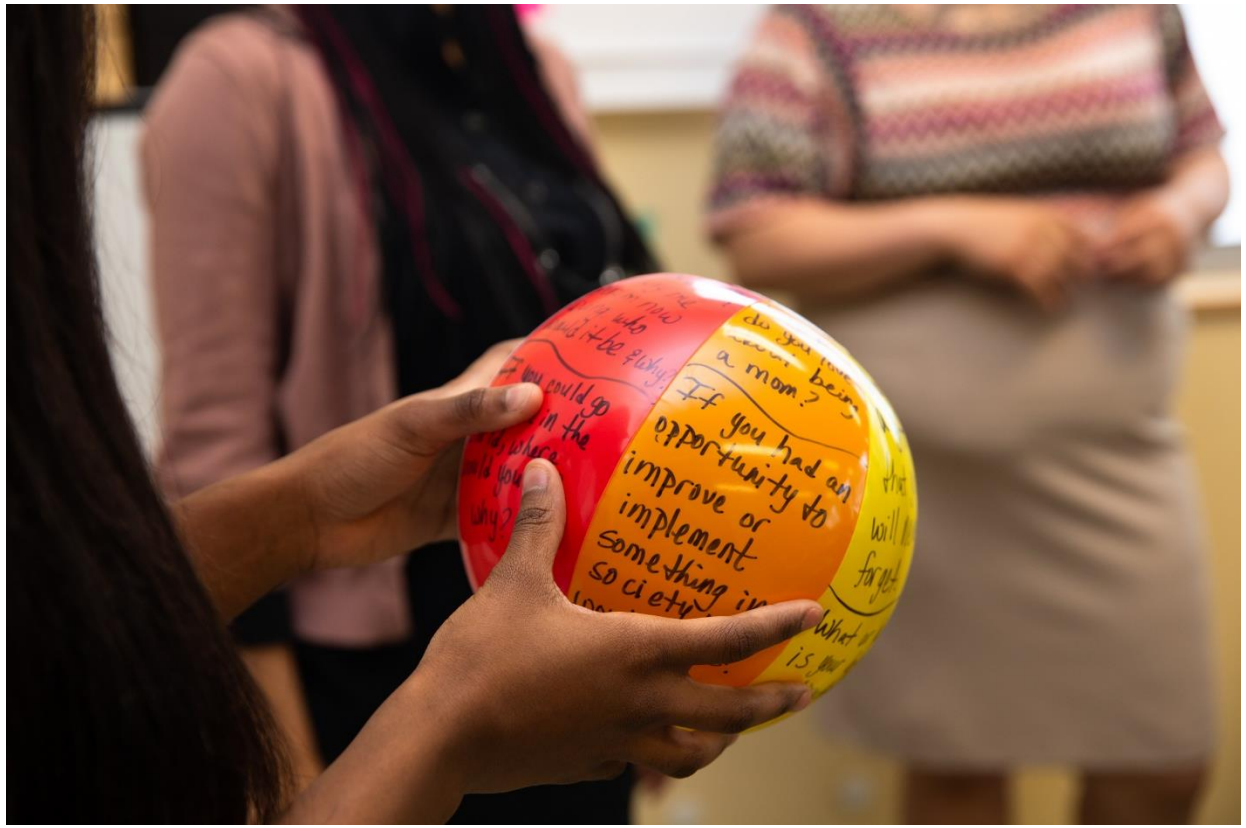
Incentives nudge towards and celebrate goal progression ("you can do it!," take a break after 5 mins of work)

Rewards acknowledge and celebrate goal attainment (party, massage, public acknowledgement, cash)

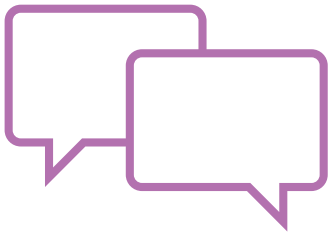
Remove Barriers to goal achievement by reducing stress and cuts costs (cognitive or other resource cost: referrals, housing, CTA passes, diapers)

Activity Worksheet: Reward

When I accomplish my Good-Fit Goal, I will celebrate by...



Share your reward in the chat.



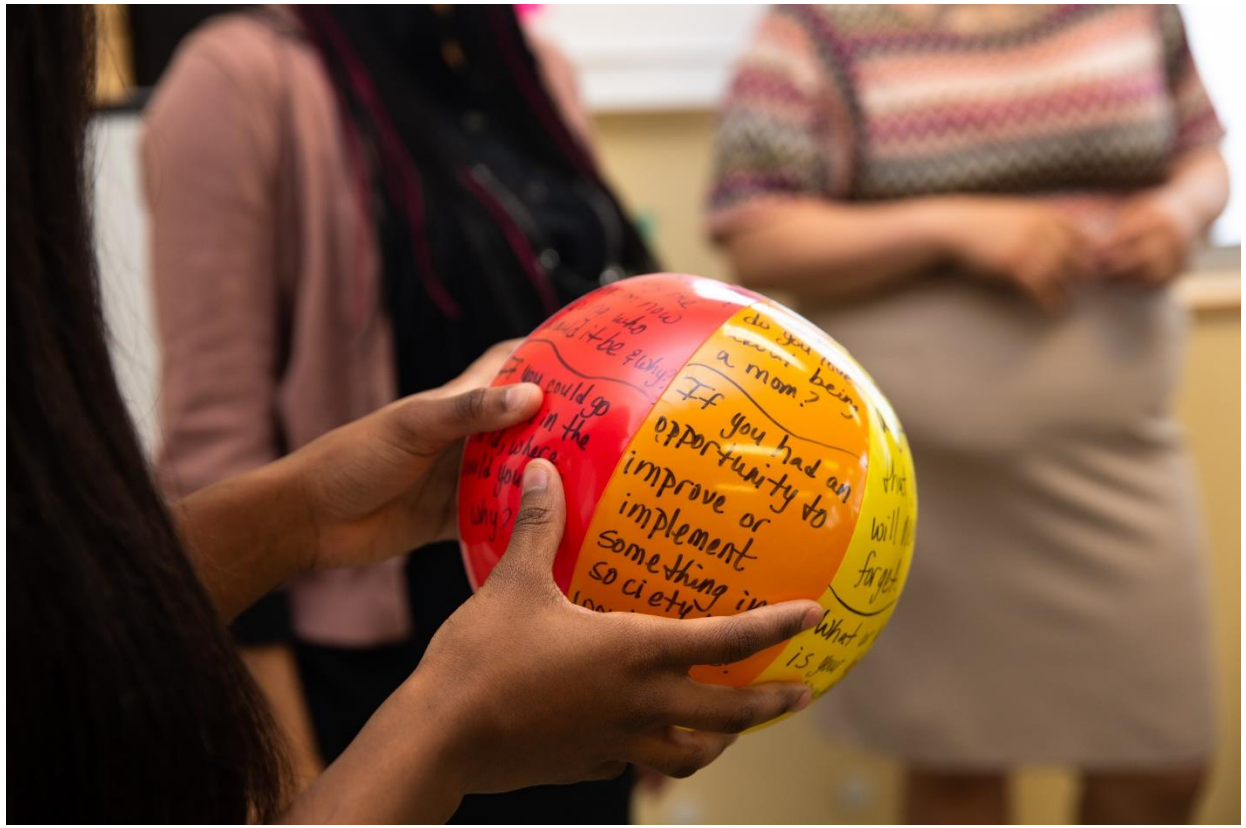
Consider:

- Is this reward BIG enough to help you feel motivated when an obstacle comes up?
- Who will you tell when you've achieved your goal?

Activity Worksheet: Affirmation/Gut-Check

How confident are you that you can accomplish your Goal?

1-10



Additional Resources and Bibliography:

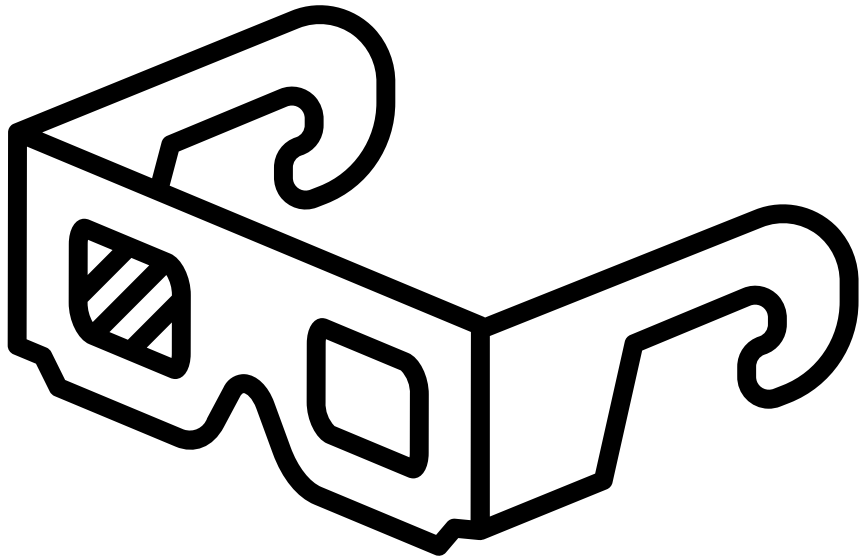
To learn more about Executive Skills visit:

- Efworkslibrary.org
- Smartbutscatteredkids.com
- Developingchild.Harvard.edu

To learn more about Goal Setting and Motivation visit:

Locke, E. (1996). Motivation through conscious goal setting. *Applied and Preventive Psychology.* Volume 5, Issue 2, pp. 117-124

What 1 concept, idea, or Executive Skills topic will you bring back to your team?



SCAN ME

To set up an intro call
or visit our website
https://newmoms.org/the-hub/

The Hub @ NEW MOMS

- ✓ Team trainings
- ✓ TA with incorporating Executive Skills into your work
- ✓ Tailored 1:1 advising

NEW MOMS

HOMES · JOBS · STRONG FAMILIES



Thank you!

Resources / Upcoming Events

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Upcoming Webinar



Learning Communities Resource Center Kick-Off

December 7, 2022

2pm-4pm EST

Register Here: https://bit.ly/LCRC2023

The Learning Communities Resource Center (LCRC) is an innovation hub funded by the Community Service Block Grant (CSBG) that works with Community Action Agencies to identify effective and promising practice models that combat the causes and conditions of poverty. During this webinar we will discuss upcoming events, resources, and ways to get involved with the next cycle of learning communities. Upcoming focus topics will include Achieving Equitable Outcomes for Families and Exploring Tribal Partnerships. Join us to learn more!

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Certified Community Action Professional

ENROLL NOW For 2023



Scan For More Information:

Candidate Data Forms Due by January 18th

If you have any questions, contact our team at

CCAP@CommunityActionPartnership.com

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NATIONAL DAY OF

RACIAL HEALING

01.17.2023

National Day of Racial Healing – January 17, 2023

Virtual Racial Healing Circle

1:30-4:30pm EST / 12:30-3:30pm CST / 10:30-1:30pm PST

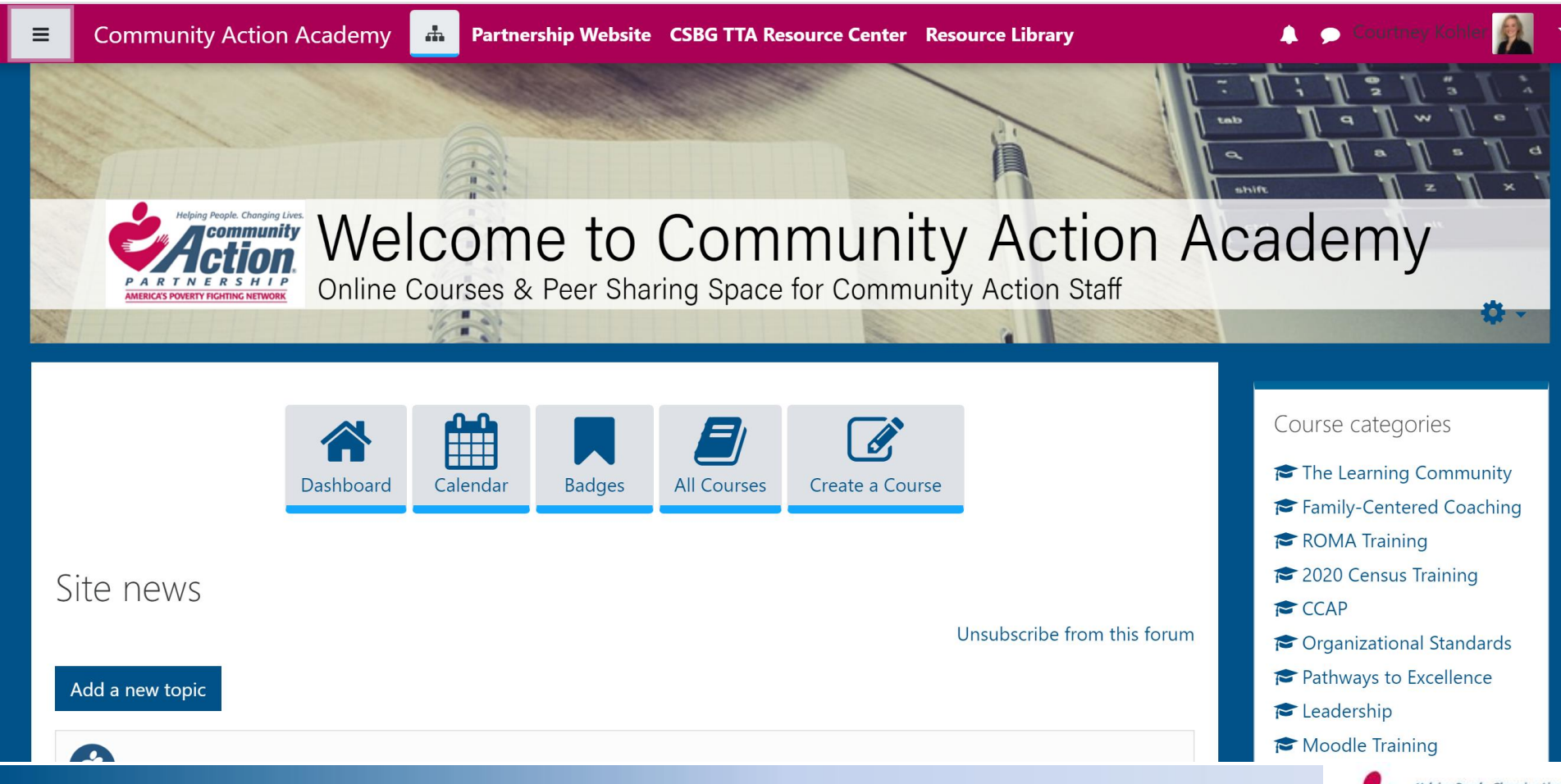
Join NCAP in celebration of the 2023 Day of Racial Healing and participate in a Virtual Racial Healing Circle on Tuesday, January 17th! Racial Healing Circles are designed to focus on the sharing of stories that affirm our common humanity.

tinyurl.com/bdhpvsfj

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Access today!

https://moodle.communityactionpartnership.com



Financial Empowerment Resource Hub

Check out the new Financial Empowerment Resource Hub!



- Explore resources & tools to equip / empower growth and development for families.

www.communityactionpartnership.com/financial-empowerment/

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SAVE THE DATE!

Management & Leadership Training Conference (MLTC)

https://communityactionpartnership.com/2023-mltc/



February 8th – 10th 2023

New Orleans, LA

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tinyurl.com/52buznht

Racial Healing Circles

@ MLTC 2023 in New Orleans, LA
February 8, 2023 from 2-5pm CST

We would like to extend the opportunity to the staff and leaders of your organization to join an In-Person Racial Healing Circle experience at MLTC. Racial Healing Circles have proven to be a useful tool for having difficult conversations about life experiences, perceived differences and creating opportunities for diverse groups of people to connect deeply.

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January – August 2023
Achieving Equitable Outcomes for Families Learning Communities Group

Racial Healing Practitioner Cohort 2023

In the Achieving Equitable Outcomes for Families Learning Communities Group, participants engage in an intensive training over the course of 6 months to understand and learn how to facilitate Racial Healing Circles more deeply. Racial Healing Circles are designed to focus on the sharing of stories that affirm our common humanity. **Registration deadline is January 3, 2023.**

tinyurl.com/3m8h4f8u



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Contact Information

For more information or questions please contact:

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Thank you!

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