

## **SOAR – *review and planning*** **(Strengths, Opportunities, Aspirations, Results)**

### **1. Strengths:**

Think about past experiences both at work and in your personal life (and consider the ratings you have made on the Self Reflection sheet if you used this). Ask yourself:

- a. What are you really good at and what do you have strengths in?
- b. What are you most proud of when you reflect on who you are and the successes you have had?
- c. What experiences do you have that others don't? What else makes you unique?

It is a great time to use the knowledge and support of others who know you well for their input on your strengths. Ask friends and family, colleagues and clients what they see as your strengths, your unique offerings. What do they feel you do better than most people they know?

Record your own reflections, and those of others, on SOAR *review and plan* (see next page) under Strengths.

### **2. Opportunities:**

Now think more specifically about your opportunities and record these in their square on the SOAR sheet:

- a. What untapped opportunities do your Future Focus choices suggest?
- b. What challenges do you feel could be reframed as opportunities?
- c. What projects, courses, activities appeal as opportunities?
- d. What development opportunities exist within your current job or daily routine?
- e. Can you identify traits and attributes (the Self Reflection sheet may be helpful) that it feels valuable to work on developing?
- f. Are there some traits you feel are holding you back that offer an opportunity to change?

### **3. Aspirations:**

Consider your aspirations and hopes and record these on SOAR sheet:

- a. Visualise your hopes and dreams – dream big if you dare!
- b. What would you like the next period of time or life phase to feel like, look like, be like? What do you hope you will have achieved?
- c. What do you feel deeply passionate about doing or being?
- d. How will you use your strengths in a way that provides satisfying stretch?
- e. Draw word or visual “pictures” of your aspirations in more detail.

### **4. Results:**

Finally think about specific results. Write these in the Results square:

- a. What goals do you need or wish to attain?
- b. How will you measure your progress?
- c. What resources might you need to achieve results?
- d. Note down quite specific actions, steps, targets, time frames. Include anything that will help you keep on track.

*NB. Nothing is insurmountable as a barrier to your plans – it just helps to be clear, specific, understand how to maximise your strengths and have positive strategies.*

## Strengths

*These may come from your skills, traits, attitudes, previous successes etc. Ask others for their input.*

## Opportunities

*These may be external opportunities or they may come from an untapped strength. They may be areas for growth or development. Your Future Focus choices may suggest some of these.*

## Aspirations

*These come from your wishes, hopes and dreams.*

## Results

*These tell you what success means to you and what it will look like. How will you know it when you see it?*