

Mission Statement

Our mission at *Organized At Last!* is to provide innovative solutions for clutter control and space planning in your home and office. We design systems to match your personality and lifestyle. You will not only get organized, but also learn simple practices to stay “*Organized at Last!*”

The Process We Use For Getting *Organized At Last!* and Maintaining it Over Time:

• **Creating a Vision**

- What is your vision for your physical space that is a reflection of who you are now OR who you are creating yourself to be moving forward? This can include:
 - things that are important to you.
 - your goals and aspirations for the next 6 months, where you want to be in your life in 1 year, where you want to be in 5 years, etc. ex: hosting guest or holiday dinners

Our goal is to have your physical space and its content be consistent with your dreams, aspirations and vision for your home and life.

• **Design Your Space**

- Look at your space, define its purpose, maximize its use and design it consistent with your vision (above).
- Customize your space and its contents to be a reflection of who you are and what is important to you (above).
- Have your space allow you to do what you love, & do it with freedom and ease.

• **Sort, Purge and Organize Your Space and its Content**

- Find the “treasures” among the “disorganization” and decide whether to use them, re-purpose them, display them, store them, give them away or sell them.
- Group similar items, place them where they will be used, making it easy to put back.
- Plan out and implement the organizational systems to be used.
- Organize and arrange items consistent with how you think, play, and work.

• **Identify Your Support Team**

- Yourself
- Family members / Friends / Aide / Assistant / etc.
- Me!!! Yasmin Goodman, your very own Professional Organizer to provide support and encouragement, confidentially and without judgment.

• **Timeline**

- Scope of the project / timeline / deadlines / special events / milestones

• **How Best to Use Me**

As a Consultant:

- New set of eyes giving you new ways of looking at your home in general or for a given area.
- Give you ideas and tasks that you then take on and complete on your own.

Working Side By Side with You:

- Keeping you focused and on track to make your vision a reality.
- Provide coaching and guidance when needed, a cheerleader to acknowledge milestones met, and a partner to encourage you through roadblocks and pitfalls along the way towards your vision.
- Transfer organizing skills to you as we work together so you have the tools to remain Organized At Last!

Questions to consider:

These questions serve simply to stimulate your thinking about your home, what is important to you, your vision for yourself and how your home can be a match for your dreams and aspirations.

You don't have to answer all the questions or any of them, however, engaging in these questions helps to create a strong foundation, an inspiring vision and a solid plan for our work together. So, if a question stimulates any thoughts you want to share, jot them down to discuss at our session.

- What is the situation in your home that had you or someone else suggest we work together?
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- How do you see using me to help alleviate the situation that had you call me or had someone else suggest we work together?
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- In your home, if the areas of accumulated items had a story to tell, what would that story be?
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- Is that story one that inspires you? If it does, what inspires you? If not, how would you want to change the story moving forward?
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- What are the top 3 things in your life that you enjoy?
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- If we asked your "Future Self", how you want your home to be, what would your "Future Self" say? What dreams and aspirations would your "Future Self" describe? With those dreams realized, what would it provide for you moving forward? What can you envision the future holding having realized your vision?
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- What are your short term goals and aspirations?
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- What are your long term goals and aspirations?
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- If you accomplished your short term goals and aspirations, what would it provide you? What would be possible then?
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- If you accomplished your long term goals and aspirations, what would it provide you? What would be possible then?
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 - What activities would you like to do in your home that you can't do now?
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 - Being able to do these activities in your home, what would it provide you / make possible?
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 - What issues feel overwhelming and daunting? What areas do you feel resigned about?
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 - If clutter is an issue in your home, what do you think is causing the clutter?
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 - How might your life be different if your home was less cluttered? What would that provide?
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 - How might your life be enhanced if you had less items? What would be possible?
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 - What would life look like with fewer items? How would you envision your home to be?
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 - If you had less stuff, what would you do less of?
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 - If you had less stuff, what would you do more of?
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 - How would having less stuff contribute to your overall experience of your life?
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 - What is essential for you to enjoy your home and still maintain a safe clutter free environment?
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 - Any other thoughts?
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