SAMPLE STAY INTERVIEW

Instructions: Use the following questions to collect information about why your employees continue to work for you. This is an essential activity to learn how your organization can further engage your employees. “Stay Interviews” can be conducted anonymously via online survey or in a focus group or one-on-one setting.

BEFORE THE INTERVIEW

Make sure to set the stage that you are asking these questions to get more information about their experience. It will not be used to promote or demote them. This is an exercise to improve their experience. Assure participants that by answering honestly and with specificity will help you make this a great place to work for everyone.

1. What are some of the reasons that you chose to work here?
2. What’s the top reason that made you decide to work here?
3. What are some of the reasons that you continue to work here?
4. What’s the top reason that you continue to work here?
5. How would you improve your experience working here?
6. What do you look forward to when you come to work each day?
7. What would make your job more satisfying?
8. What would you tell a friend about your experience working here?
9. Have you ever suggested a friend apply to work here? If not, why not?
10. What talents or skills are not being used in your current role?
11. What would you like to learn or become better at while working here?
12. Do you feel your career path is very clear to you?
13. What can I do to better support you?
14. What rules or cultural norms are hindering you from doing your job better?
15. How do you like to be recognized for your contribution?
16. What project or effort do you feel most proud of?
17. What kind of opportunities would you like that you aren’t currently getting?
18. What might tempt you to leave?

WHEN WRAPPING THE INTERVIEW

Summarize the answers that participants gave and repeat it back to them for confirmation. Make sure to recognize their contribution and appreciate their loyalty. As always with surveys, make sure they know that you will use the information to improve their experience. One of the biggest mistakes that is made in conducting these interviews is not using the information. Participants feel that their opinions are not respected. So make sure to find ways to remind them that you are taking their input to heart!