

## Stay Interview

Employee \_\_\_\_\_ Manager \_\_\_\_\_

Guiding Principles:

- Be informal, conversational, and curious.
- Remember, this is a dialogue, not an interview.
- Let them know you are open to hearing the good, bad, and ugly.
- Any feedback provided by employees will be accepted without fear of retaliation.
- This conversation is not tied to performance or compensation.
- The questions below are only suggestions. Go where the conversation takes you.
- Be considerate of any confidential information that is shared.
- Share relevant feedback with the employee and appropriate people in the organization.
- Remember to thank them for their honesty and time.

1. What do you look forward to or what excites you when you come to work each day?

2. How would you describe the impact of your work? Is it meaningful to you?

3. Do you feel like you have clear objectives and goals with your job?

4. What keeps you working here?

5. Do you feel you are recognized for your work? How do you like to be recognized for your work?

6. If you could change something about your job, what would that be?

7. Do you see a future for yourself at the company, and if so, what does that look like?

8. If you were an owner for a day, what would you do differently?

9. Would you recommend working here to job-seeking friends – why or why not?

10. What should we change or adjust about our current offices or remote work environment?

11. What else should I know? What else would you like to share?

My notes:

