



Sample Stay Interview

Opening the Interview

To open the conversation, the manager might say:

I'd like to learn more about what's going on with you and how you feel about your work at our company. I want to understand how to make this a great place to work for you.

Or

I'd like to have an informal talk with you to find out how the job is going so I can do my best to support you as your manager, particularly with issues within my control.

Possible Interview Questions

- What do you look forward to when you come to work each day?
- If you could change something about your job, what would that be?
- Are there resources that would make your job easier?
- How do you like to be recognized?
- What talents are not being used in your current role?
- What would you like to learn here?
- What motivates (or demotivates) you?
- What can I do to best support you?
- What can I do more of, or less of, as your manager?
- What might tempt you to leave?

Closing the Interview

In closing the Stay Interview, the manager might say:

I appreciate you sharing your thoughts with me today. I am committed to doing what I can to make this a great place for you to work.

Be sure to summarize the key points the employee was trying to make. If there are things you can immediately change, make promises to do so, but don't make promises for things out of your control.