

## **RETENTION INTERVIEWS**

If everything is going well, all boxes ticked, you should consider conducting regular Retention Interviews.

As opposed to an exit interview, the purpose of a Retention Interview is to check in on the staff member's engagement and ensure you retain your key staff.

It's an opportunity to validate your understanding that everything is indeed going well, to learn more about the staff members progress and success, and to explore in what ways you can make someone's role even better.

This can be done during a regular 1:1 meeting or you might like to take the person out to coffee and really let them know how much you are appreciating their hard work.

### **Sample 'Retention Interview' Questions:**

What do you like about your role?

What would make you want to stay here forever?

What makes for a great day at work?

What do you want to learn this year?

Is there anything you'd like to change about your role?

Are there gifts of yours that are not being used?

What would make your job more satisfying and motivating?

Do you feel supported in your development goals?

Do you feel valued?

Do you have any other suggestions...?