

Interviewing Applicants

Prior to Approving an Application

Chapter:_____ **Member Name:**_____ **Date:**_____

Below are questions to ask when interviewing an applicant. Keep in mind that this is just a place to start the conversation. You can add any questions you feel are pertinent or applicable to your chapter's needs.

1. Why did you decide to apply to BNI, specifically our chapter?
2. What would you say are the strengths you bring to BNI and our chapter?
3. What do you expect to receive from BNI and from our chapter?
4. Will the (7:59 am) start time pose any problems with your schedule? (Members are expected to be at the Venue before 7:29 am)
5. As you know BNI has a clearly defined attendance policy. Can you tell me what it is?
6. If you cannot attend a meeting, will you be able to have a substitute present?
7. Will you be able to send 20 invitation letters within the next 6 to 8 weeks to people you believe would benefit from visiting our chapter? [40 letters are mandatory for core groups.]
8. In reviewing your application, we want to make sure we understand what niche you will be representing in our chapter. What specific products and services do you offer in your industry? Is there an area that you specialize in?
9. What do you like most about what you do in regards to your profession?
10. All new members are required to attend a Member Success Program within the first 60 days of membership. Will you be able to attend? (The next session will be on _____.)
11. There are other Trainings (Leadership Training, Power Team Workshop, Referral Skill Workshop, Advanced Referral Skills Workshop, and Presentation Skills Workshop) which you are required to attend in the next 03 months. These are essential for your success as a member. Will you attend?
12. In the next 6 to 12 months you may be asked to be in a leadership role. Your Chapter Directors will suggest a role for you according to your strengths and aptitude. Are you willing to consider?
13. What reservations do you have about membership in BNI?
14. Do you have any questions for me about BNI or our chapter?

Interviewed By
(Name/ Chapter Position)

Applicant's Signature