

New Application Processes

- Take application/money and ask for resume to be supplied at interview - make sure the referrals they have provided are their customers
- Give treasurer money keep application for interview
- Arrange interview with applicant within one week - two members should be present at interview - act professional, follow questions below and keep notes (if at any point you both strongly feel the applicant is not right for the group you can contact the President and VP and let them know - we will probably stop the process) - pay attention to their attitude throughout interview
- Let members in the applicants contact sphere know they should contact applicant (it is in their best interest)
- Check references
- Email members and president and VP as to your collective thoughts and recommendation - get consensus
- Contact VP and President about decision
- Call applicant and give them information (if not accepting send brief letter)
- Let treasurer know of your decision so they can process money or return it

Interview Questions for BNI Applicants:

Discuss BNI expectations:

more than a meeting

meeting structure, being on time, absence/subs

giver's gain

generating referrals (goal of 1 per week, minimum of 2/month)

one:one's (minimum of 2/month, goal of 1/week)

spending time each week thinking/working for your colleagues

need to do Member Success Program within 60 days to learn about giving referrals, doing 60 seconds

Questions:

Why are you interested in joining BNI at this time?
What will you bring to the chapter?

What do you expect/want from the chapter?

How will you generate referrals for your colleagues?

Are you part of another business or networking group? Is there conflict with giving referrals? How will you handle that?
Do you foresee having problems referring to any member?

Tell me about your business/product/service.

Review products/service/portfolio (if appropriate).

How long have you been in business?

What's your background?

What is your target market? Your clientele?

Who is in your contact sphere?

Are there people in your contact sphere that you know and might want to bring into the chapter?

Do you belong to any other organizations?

What kind of activities do you enjoy outside work?