

# Core Group Applicant Interview & Expectations



Let's help to set the expectations of membership 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. Please email this completed form to [coregroup@bniatl.com](mailto:coregroup@bniatl.com).

**Applicant Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Chapter/Core Group Name:** \_\_\_\_\_

**Interviewer:** \_\_\_\_\_ **Applicant Signature:** \_\_\_\_\_

1. How long have you lived in the area?
2. How long have you worked in your current industry/profession?
3. How long have you been a "selling professional" (include all industries)?
4. What professional, social or networking organizations do you currently belong to or belonged to in the past? Have you had any leadership roles in those organizations?
5. Do you have a referral relationship with people in your "sphere of influence" now? How many relationships?
6. Approximately how many contacts do you have from the area in your database, client list, etc.?
7. What types of personal development programs and/or people skills development programs have you taken in the past?
8. Are you most comfortable in an individual contributor or leadership role? If a leadership role, are you open to coaching?
9. Have you visited a BNI Showcase Chapter to experience and see what we are duplicating and building?
10. Why did you decide to apply to BNI®, specifically our chapter?
11. What would you say are the strengths you bring to BNI® and our chapter?
12. What do you expect to receive from BNI® and from our chapter?
13. Will the [ \_\_\_:\_\_\_ am/pm] start time on \_\_\_\_\_ day pose any problems with your schedule? Yes / No  
Are you able to stay for the full 90-minutes each week? Yes / No
14. BNI® has a clearly defined attendance policy. I'd like to review it with you now, so you have a clear understanding of the policy. You are allowed up to three absences within a rolling six-month period. If you have four absences during that time, you will be asked to leave the chapter. If you have a substitute, you are not considered absent. A substitute does not have to be from your office/business. They can be anyone who is willing to attend the meeting and speak on your behalf at the meeting. The group will expect to see you at the meeting a minimum of 90% of the time. The group needs to see you more than your sub so that they can build a strong relationship with you. Do you have questions about this attendance policy? Are you willing and able to commit to this?
15. If you cannot attend a meeting, will you be able to have a substitute present? Yes / No
16. Because we are growing this chapter and want to value everyone's time, you will be responsible for bringing visitors weekly until the chapter charts with 14-25 members. Membership is re-evaluated and

without improvement can be excused from the group. (*Discuss that Mentoring and Coaching is provided as part of your membership.*)

17. When the chapter launches, our chapter holds a special event that focuses on increasing referrals for our members. We will be holding an Expo / Visitors Day Event to celebrate our launch. Are you willing to send invitations to people you believe would benefit from an increase in referrals? [Mandatory for new forming chapters and chapters that have an upcoming Visitors' Day.]
18. 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 in which you specialize?
19. Is a license required to practice your profession in this state (or any neighboring states)? If so, what is your license number? \_\_\_\_\_ Are you also bonded and insured, if required for your profession?
20. What do you like most about what you do in regards to your profession?
21. Have you ever applied to another BNI Chapter? What was your experience?
22. Do you belong to other networking organizations? What was your experience? Do you understand BNI's Policy of not belonging to other hard contact networks?
23. All new members are required to attend a **Member Success Program** within the first 30 days of the chapter launch. This is an online course in the BNI Business Builder® platform. You will get your username and password to gain access to the system as soon as the chapter launches.
24. All members participate in our **BNI Next Steps Webinar**. Are you willing to participate in webinar as part of this business building activity? The 90-minute webinar is performed on Tuesday Afternoons (See Events Calendar). Can we get you registered for the next few weeks on our website [www.bniatl.com](http://www.bniatl.com)? Go to the "Calendar" on the top menu.
25. Would you be willing to complete the **Passport to Success** 12-week program after the Chapter Launches?
26. As the is preparing to launch chapter, you will be asked to be in a leadership role. Are you willing to consider a role that may be appropriate for you and step into a leadership role when the time comes and complete the required role training?
27. Are you aware that this chapter has additional dues to cover our venue/meal/coffee? The amount is \$\_\_\_\_\_ per week/month/quarter and it is payable to the Secretary/Treasurer upon acceptance of your Membership Application.
28. You may have noticed on your application that upon your acceptance to BNI®, fees are non-refundable without exception. Your application has not yet been accepted. The remaining time on your membership can be applied at another chapter (LOC). Your membership time does not start until the chapter launches. Your membership time is frozen until that time.
29. Is there any part of the application review process that has made you become aware that this organization may not be a good fit for you or your business?
30. Do you have any questions for me about BNI® or our chapter?

"Please let your references know that we will be calling them. This helps to expedite the application process. Thank you for your time today. The Membership Committee will let you know the status of your application before the next meeting."