

Nonprofit Employee Exit Interview Form

Personal Information

Name

Job Title/Position

Department

Supervisor

Start Date

Last Working Day

Exit Details

Reason for Leaving

Have you accepted another position?

What did you enjoy most about your role?

What did you enjoy most about working at the organization?

What could be improved about your role/our workplace?

Management & Environment

How would you describe your relationship with your supervisor?

How would you describe the teamwork and morale in your department?

Was the training and support you received adequate?

Final Comments

Additional comments or suggestions