**LINE MANAGER INTERVIEW SCHEDULE**

**Introduction**

1. What is your job title and title of the organisational function you are in?
2. How do your job and department fit into the organisational structure?
3. Please summarise the activities & structure of your department

**Employee Management**

1. Can you tell me how many staff report to you?
2. Can you tell me about the types of employees you have reporting to you?
3. What approach is taken to managing the ’knowledge workers’ in your department?
   1. Informal v formal
   2. Close supervision v freedom/autonomy
   3. Individual v team
4. How would you evaluate the company’s approach to managing knowledge workers – strengths, weaknesses etc?
5. In your view, what factors cause knowledge workers in your department to:
6. Join the organisation?
7. Stay with the organisation?
8. Leave the organisation?

**Promoting Innovation & Knowledge-sharing**

1. If one of your staff comes up with a good idea, what normally happens?
2. If one of your staff has a problem with which they require assistance, what normally happens?
3. If an employee comes up with a solution to a problem that has been causing him/her difficulties, what normally happens?
4. How does the firm promote knowledge-sharing and innovation among its knowledge workers (formal & informal systems, e.g. departmental & project meetings, idea forums etc)?
5. Does the department have a policy on secondments, either within or outside the organisation? (e.g. working in another department, with a client, industry body or university)
6. How does your department communicate and share ideas with other departments & higher organisational levels? Are there any systems in place?
7. Do you belong to any networks –
8. Within the firm?
9. Outside the firm?
10. What is their role & impact in promoting knowledge-sharing & innovation?
11. How would you evaluate the effectiveness of current systems and methods in promoting innovation and knowledge sharing?
    1. i.e. meeting & communication systems; also idea forums, incentive schemes, PDP/appraisal systems; other HR policies such as training & development

**Employees’ & Your Own career**

1. How well do you feel the organisation manages the careers of knowledge workers?
2. Can you tell me a little about your qualifications and when and where these were obtained?
3. Considering your education, to what extent does your current position utilise the knowledge that you have acquired?
4. In the last year, what training and development have you engaged in?
5. To what extent have you personally been able to realise your career goals here so far? How do you see your future career developing?
6. What factors would encourage you to:
   1. Stay with this organisation?
   2. Leave the organisation?

**Views on the Sector**

1. Do you think this is a good sector to work in (employment prospects/opportunities for skills development etc)? Do you think the government, universities etc are making it an attractive place to work?