

1-on-1 Meeting Tutorial



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1-on-1 meetings are most often scheduled by a member who knows very little about a potential new member – for example that person was just referred or submitted a recruitment inquiry. Often members schedule 1-on-1 meetings into pre-set time blocks and with multiple potential new members, one after another for several hours.

To help you stay focused and efficient, top recruiters use these best practices:

SET UP:

- Meetings take place during the day (never late, never with alcohol)
- On campus (not the chapter house, not at their dorm)
- In common areas (e.g. coffee shop, lounge, Student Union)
- Confirmed via text message before the meeting time
- 10-20 minutes long (never more)
- Double or triple booking time slots is encouraged (allows for no-shows and rescheduling)

FLOW OF A GREAT 1:1 MEETING:

1. Inception. Focus the conversation on the potential new member, while planting the idea (inception) of fraternity/sorority. Phrases like, “If you were in charge of a strong organization on campus, what could you imagine accomplishing?” work well.
2. Chunking. Every 1:1 meeting should result in 3-5 additional names on your names list. Try saying, “I’m trying to really connect with the best of the best men/women/people on campus. Who are five people you know that have really impressed you?”
3. Schedule a follow up. Always end by setting up a time to meet again soon. Maybe another 1:1, maybe lunch, maybe a service event, or maybe even a recruitment focused event.

REMINDERS:

- Update your Names List (we recommend ChapterBuilder) immediately after a 1:1 meeting.
- Send a message right after to say “thanks” for meeting and remind your new friend(s) when you agreed to get back together. Include any information you agreed to provide during the conversation.

About Us

Phired Up (along with TechniPhi) delivers **TECHNOLOGY, EDUCATION,** and **STRATEGY** to help transform the way people join fraternities and sororities. Our team of passionate fraternity/sorority professionals are engineers of a growth system that makes fraternities and sororities safer, healthier, and stronger. We want to help every chapter and every potential member feel the impact of that system.

Want to learn more about how we can help your Organization, Community, or Chapter? Visit our website at phiredup.com or click on the link below.

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