



LEADERSHIP BROOKINGS

BROOKINGS AREA CHAMBER COMMITTEE

Leadership Brookings is the highest quality leadership preparation program with emphasis on collaborative leadership, community engagement, and individual skillset in response to Brookings area civic, government, business, and industry needs.

PROGRAM INFORMATION

A. Leadership Brookings works to:

- Develop future community leaders.
- Shed light on local leadership opportunities and challenges.
- Create a sense of purpose for civic leadership.
- Identify opportunities for community involvement.
- Sharpen leadership skills.

B. Program participants can expect to:

- Explore community involvement opportunities.
- Experience personal and professional growth.
- Create and develop valuable relationships with classmates and community leadership.
- Exercise a better understanding of our local business climate and largest industries.
- Discover community needs and challenges.
- Identify and develop leadership skills and gain confidence in utilizing those skills.

C. Employers and sponsoring organizations should:

- Reap internal and external benefits from the broadened perspectives and enhanced potential of participants.
- Gain greater community involvement and visibility.
- Determine opportunities to influence positive change.

D. The community will:

- Benefit from increased community involvement, effective leadership, and collective commitment by program graduates.

APPLICATION & SELECTION PROCESS

A. Timeline

- Application deadline for the Leadership Brookings Class of 2026 is August 8, 2025 at midnight.
- You will be notified via email by August 29, 2025 regarding whether or not you have been selected for the Leadership Brookings Class of 2026.
- The first Leadership Brookings session will take place on Tuesday, October 14, 2025.

B. Ideal Applicants:

- Have demonstrated a sincere commitment to and interest in the Brookings area.
- Display evidence of mature judgement and leadership qualities.
- Have demonstrated positions of leadership within their organizations or community.
- Have the time available to participate in the Leadership Brookings program and have the complete support of the company or organization she/he represents.

The Brookings Area Chamber of Commerce Leadership Brookings program seeks representation from all professional areas, including business, government, non-profit sectors, as well as small business owners.

C. Tuition

- There is no application fee for Leadership Brookings
- Tuition for Leadership Brookings Class of 2026 is \$800 for Chamber members and their employees; tuition is \$900 for non-Chamber members and their employees.
 - Premier and Pinnacle members have one Leadership Brookings participant's tuition included in their annual membership.
 - Presidential level members have two Leadership Brookings participants' tuitions included in their annual membership.
- To help make this opportunity more accessible, the Brookings Area Chamber of Commerce offers partial scholarships of \$400, covering half the program tuition. These scholarships are intended for small business owners, solopreneurs, and employees of nonprofits who are eager to grow but may not have the budget to participate.
 - The Scholarship application can be found [here](#) and should be submitted with your application by the due date listed below.
- If selected for the program, the tuition is due by Friday, September 26, 2025 at 5pm. No refunds are available once the program has started.

D. Important Dates

Participants are expected to attend all Leadership Brookings sessions in their entirety. The Brookings Area Chamber of Commerce reserves the right to drop any participant from the program who has more than one unexcused absence. Participants should expect sessions to run a full work day; see below for extended times for Brookings/SDSU Day at the Capitol.

Application Deadline	Friday, August 8, 2025 (midnight)
Program Acceptance Notification	Friday, August 29, 2025
Participant Material & Tuition Deadline	Friday, September 26, 2025 (5pm)

Leadership Brookings Sessions from 8:30AM-4:30 PM (Make sure ALL dates are on your calendar):

- Tuesday, October 14, 2025
- Tuesday, November 11, 2025
- Tuesday, December 9, 2025
- Wednesday, January 21, 2026 (Depart 7AM/Return 11PM)
- Tuesday, February 10, 2026
- Tuesday, March 10, 2026
- Make Up day in case of inclement weather Tuesday, February 24, 2026
- Graduation – April 2, 2025

E. Application Checklist

- Materials required for the application process include:
 - Completed application form
 - Letter of recommendation
 - Current résumé
 - Employer Signed Statement
 - Leadership Brookings Agreement Form

F. Participant Material

- If accepted into the program, participant will need to submit the following participant material by Friday, September 26, 2025 at 5pm:
 - ☐ Current headshot
 - ☐ Short professional biography
 - Written in third person;
 - 250 words or less;
 - May include as much or little personal information as participant desires.
 - ☐ Tuition

LEADERSHIP BROOKINGS 2026 APPLICATION

Name _____
First Last Middle I. Preferred name (if different)

Employer _____
Business/Organization Name

Applicant's Professional Title _____

Mailing Address _____
Street City Zip Code

Cell Phone Number: _____

Work Phone Number: _____

Preferred Email Address: _____

1. Why would you like to participate in the Leadership Brookings program?

- ☐ It is a requirement of my job.
- ☐ I am a small business owner wanting to advance/enhance my business.
- ☐ I am looking to get more involved in my workplace and/or the community.
- ☐ Other: _____

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SHORT ANSWER QUESTIONS

2. What qualities will you bring to the group and the Leadership Brookings program?

3. What outside organizations have you volunteered for or been engaged with?

4. Tell us a fun fact or something interesting about yourself.

5. What are the 3 greatest needs you see in the community?

6. What are you hoping to gain from Leadership Brookings?

APPLICATION CHECKLIST

Please include the following with your application:

- PROGRAM INFORMATION + APPLICATION + SCHOLARSHIP APPLICATION (IF APPLYING)
This document filled out in its entirety
- SHORT ANSWER QUESTIONS
Answer the 5 questions from previous pages and submit with application.
- RÉSUMÉ & LETTER OF RECOMMENDATION
A current résumé and letter of recommendation must be submitted with the application. The résumé should include any civic, professional, and personal contributions you have made at the local, state, or national levels.
- LEADERSHIP BROOKINGS PARTICIPANT AGREEMENT FORM
A completed and signed Leadership Brookings Participant Agreement Form must be submitted along with the application.
- EMPLOYER STATEMENT FORM
A completed and signed Employer Statement Form from your business or organization indicating their understanding and support of the time commitment of your participation in the Leadership Brookings program is required with the application.
- SCHOLARSHIP APPLICATION (If Applicable)
A completed Scholarship Application if applying for a partial scholarship.

Direct questions to Casey at the Brookings Area Chamber of Commerce office via phone (605-692-8922) or email (casey@brookingschamber.org).

It is recommended that applications and supplemental material be emailed to casey@brookingschamber.org
Applications may also be mailed or dropped off to the Chamber at the following address:
1321 6th Street, Brookings, SD 57006

The final Application Deadline is (midnight) August 8, 2025.

Participants will be notified of acceptance by (midnight) August 29, 2025



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APPLICANT STATEMENT FOR CLASS OF 2026

I have read the Leadership Brookings materials and discussed the program and time commitment with my supervisor, if applying through an organization. The same time commitment applies if I am a small business owner. I understand if I am selected, I will devote the time and resources necessary to complete the program. I understand that if I miss more than one of these sessions, I am not eligible to receive the Certificate of Completion or a refund of tuition. I understand tuition is due by 5:00PM CST on Friday, September 26, 2025, and that refunds are not available after the program has started.

I understand the Leadership Brookings commitments and agree to be bound by them in signing this application.

Applicant Name (Printed)

Applicant Title

Business/Organization

Applicant Signature

Date



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EMPLOYER STATEMENT

For employee's participation in Leadership Brookings Class of 2026

_____ has my full support to participate in Leadership
Applicant Name
Brookings.

I am aware of the time commitment (approximately 56 hours of class time) involved in his/her effective participation.

This form must be signed by the applicant's employer or immediate supervisor. If self-employed or business owner/CEO, please indicate below.

Applicant Name (Printed)

Applicant Title

Business/Organization

☐ I am self-employed, or the CEO/President/Owner of the company or organization.

Employer/Supervisor/Owner Name (Printed)

Employer/Supervisor/Owner Signature

Date



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Scholarship Overview

To help make this opportunity more accessible, the Brookings Area Chamber of Commerce offers **scholarships of \$400**, covering half the program tuition. These scholarships are intended for small business owners, solopreneurs, and nonprofit employees who are looking to develop both personally and professionally but may not have the extra funds to participate.

Eligibility

Applicants must (please check all that apply):

Be employed by a small business (25 employees or fewer) or nonprofit

Work or live in the Brookings area

Commit to participating fully in all Leadership Brookings sessions (October–March)

Demonstrate a passion for community engagement and leadership growth

Selection Process

Applications are reviewed by volunteer Leadership Brookings alumni taskforce. Preference will be given to individuals who show financial need, reflect a diversity of industries and perspectives, and express a strong commitment to civic leadership.

How to Apply

Visit **www.brookingschamber.org/leadership-brookings/** to complete the application. Please include this form attached with your application by the due date listed below for consideration of the scholarship.

Applications Due: August 8, 2025

Program Begins: October 14, 2025

Application Questions

(Please limit responses to 300 words per question)

1. Tell us about yourself and your current role.
2. Why are you interested in Leadership Brookings?
3. How will this experience help you grow professionally or personally?
4. What impact do you hope to make in your organization or community as a result?
5. (Optional) Is there anything else you'd like us to know?