



HOW TO DO YOUR POSITION PAPER

Step by step guide
C'MUN 2024

What's a position paper?

A position paper (PP) is a 1-½ pages document, with formal¹ structure and a specific format, whose purpose is to generate support on the issue debated in the committee. This document describes a general view of the topic, the past actions taken by your country and the international community and, most importantly, the position of your country's delegation on the issue, based on facts that provide a solid foundation for your argument. Needless to say, position papers are helpful for extensively learning about a committee's topic, which leads to a better debate performance. Here is a quick guide on how to write a position paper, to make the writing process less grueling.

Step by Step guide on how to do your position paper

Step 1: Read your Study Guide

Take notes, ask questions, and highlight the important information provided by your Chair's Study Guide!. This document is key to understanding the issue that has been assigned to your committee; how to approach it and, related to the topic on hand, how to write your position paper. .

Step 2: Do additional research

You must take into account that your Study Guide is just the beginning of your research. Look through articles, reports, photographs, and books. It is advisable to always get your information from trustworthy and academic sources, and to review the latest UN resolutions regarding the topic. Moreover, to get acquainted with your country and its position in the matter, it is indispensable to search for speeches in the UN regarding the topic and similar ones, international organizations conventions and treaties in which your country has participated as well as current news.

Step 3: Start thinking about how your position ties into the committee topic and what you could do to solve the issues at hand

How is your delegation going to approach the debate ? Write down your ideas and proposals and compare them to notes from your study guide (revise the "*Questions a resolution should*

¹ This entails: no use of contractions (i.e., hasn't), the use of 3rd person and impersonal clauses, text aligned to both margins, clear and short sentences, absence of colloquial expressions, a well-organized and structured text.

solve” page) to see how you can put your ideas into action. Proposals should be concrete, feasible and adapted to your committee's scope.

Step 4: Start composing your paper

It should be formatted to **Times New Roman 11, simple spaced, and a maximum of 1 page and a half per topic**. If literal citation or quotation has been made in the text, it is **compulsory to include your sources** in a separate bibliography page using **APA format** (*this will not count in the page count*) Please, remember that **plagiarism is by no means accepted**. Positions paper submitted by the delegates must be their own creation. Creativity is highly valued when it comes to providing solutions and when writing.

Structure of the document

Header: Below is a sample layout of how the header of the Position Paper, located at the top left corner of the page, should look like the example but with your information:

Name: Maria Pérez

Delegation: Democratic Republic of Congo

Committee: United Nations Human Rights Council

Topic: Methods and strategies for the prevention of Genocide

Your **committee's logo** should be placed at the upper right corner of the document. Also, an **image of the flag of your country** could be placed right next to this information (it is not mandatory), so that the Position Paper is more visual and your chairs can easily identify which country you are representing.

Paragraph 1: Introduction to the topic. Here, you can show off your knowledge of the issue at hand. Give a summary of the topic and address key facts. Do not just summarize the study guide and avoid making this paragraph too long. You should not only talk about the issue in general, but also about how it directly affects your country, commitment and involvement on the matter. This first paragraph should not exceed 5-6 lines.

Paragraph 2: Review of the topic and its legal framework. Talk about when the issue started, and any actions taken to resolve it; include resolution developments. Here you can summarize briefly how the matter has or has not affected your country and some actions you

have taken together with other countries and international organizations. Moreover you should highlight your country's laws, policies, regulations and initiatives related to the topic.. In this sense, it is expected that there is a part that is related to national policies or laws as well as international ones that have been developed to tackle this issue. Furthermore, it would be relevant for other delegates to know the participation of your country in international agreements regarding the topic that it is discussed, as this will help you to know what your country does or does not support. (10 lines maximum)

Paragraph 3: Position of the country. Having presented the background and your countries' national and international commitments to the topic, this paragraph should present your country's position and clearly state whether you are against, in favor, or not specifically involved on the matter at hand. Not only that but also justify the decision with facts, statistics that support your arguments, official speeches...

Paragraph 4: Possible solutions and proposals. Use your knowledge of the issue and your delegation's position to come up with innovative, efficient solutions that will help the situation. Learn from past actions taken and use them also as an inspiration on what to do or not. It's mandatory that you state the proposals in bullet points (at least 4 proposals per topic). This paragraph will be the "*cherry on top*" of the paper, as it will help you get ready for the debates during committee sessions and come into the discussion with very clear priorities and objectives.

Note that the prior structure is presented as a guide, acknowledging that there are many different ways to elaborate a Position Paper. Remember that you can get in touch with your chairs if you have any doubts!

Good luck with your research! - *Ariadna and Lorenzo, USG Academics of C'MUN 2024*