

# Position Paper

## Model UN Preparation Guide

A position paper is an essay detailing your country's policies on the topics being discussed in your committee. Writing a position paper will help you organize your ideas so that you can share your country's position with the rest of the committee. If you conduct extensive research, a position paper should be easy to write and will be useful to prepare your speeches. Many delegates use their position papers as their opening remarks.

### How to Write a Position Paper

Position papers are usually one to one-and-a-half pages in length. A good position paper will not only provide facts but also make proposals for resolutions.

Be sure to include all the required information.

### A good position paper will include:

- A brief introduction to your country and its history concerning the topic and committee;
- How the issue affects your country;
- Your country's policies with respect to the issue and your country's justification for these policies;
- Quotes from your country's leaders about the issue;
- Statistics to back up your country's position on the issue;
- Actions taken by your government with regard to the issue;
- Conventions and resolutions that your country has signed or ratified;
- UN actions that your country supported or opposed;
- What your country believes should be done to address the issue;
- What your country would like to accomplish in the committee's resolution; and
- How the positions of other countries affect your country's position.

### Position Paper Tips

- **Keep it simple.** To communicate strongly and effectively, avoid flowery wording and stick to uncomplicated language and sentence structure.
- **Make it official.** Use the seal of your country. The more realistic it looks, the more others will want to read it.
- **Get organized.** Give each separate idea or proposal its own paragraph. Make sure each paragraph starts with a topic sentence.
- **Cite your sources.** Use footnotes or endnotes to show where you found your facts and statistics.
- **Read and reread.** Leave time to edit your position paper. Ask yourself if the organization of the paper makes sense and double-check your spelling and grammar.
- **Speech! Speech!** Do you plan to make an opening statement at your conference? A good position paper makes a great introductory speech. During debate, a good position paper will also help you to stick to your country's policies.
- **Let the bullets fly.** Try not to let your proposals become lost in a sea of information. For speechmaking, create a bulleted list of your proposals along with your most important facts and statistics so that you will not lose time looking for them during debate.