

## POSITION PAPER GUIDELINES

### CONTENT

Position papers should be divided into four sections—three substantive and a Works Cited. Each page should have a header for administrative purposes. See below for a specification of the purpose and content of each section.

#### Header

On the far left of the paper, delegates should provide the formal committee name. In the line immediately following the formal committee name, delegates should add the topic on which that page of the position paper is about. On the far right, aligned with the committee name, delegates should provide the formal name of the country they will represent.

#### A: Background

In this section, provide an introduction of the topic as if to an audience that is reasonably well-educated but unfamiliar with the specifics of this topic. Delegates should begin with a brief analysis of the historical context surrounding the topic before discussing the current status. Delegates are recommended to pay specific attention to subtopics introduced by directors in Topic Synopses, but they may choose to specify subtopics as affect their country specifically. Repeating information verbatim from the topic synopsis is insufficient to receive points on this section; delegates should make an effort to seek high-quality research beyond what was given to them in conference materials.

#### B: International Involvement

The purpose of this section is to examine involvement from the international community but is not strictly specific to the United Nations. Though the UN's actions (including resolutions, conferences, guidelines, etc) are considered crucial information to include, it is also recommended that delegates broaden their search to include multilateral agreements of all stripes. Bilateral agreements, treaties of non-UN conferences, or ongoing conflicts that affect the topic at hand should all be considered "International Involvement", as all of these will provide critical information for delegates, as well as potential solutions.

#### C: Country Policy

Delegates should allocate the majority of their time to this section, as it is the most important and difficult section of a position paper. Begin this section with a review of the

country's policy toward the topic up until this point. Focus in particular on concrete actions (such as ratifying treaties or passing sanctions) made by the country that the delegate represents, and then turn to public statements. Finally, if space allows, examine votes by the given country on UN resolutions.

After examining the country's policy up until this point, delegates should turn their attention to potential solutions they would intend to present in committee. Delegates will be rewarded for proposing solutions that align closely with their country's policy, are imaginative, and specify exact actions within the power of committee. When drafting solutions, delegates can turn to the Actor–Action–Timeframe paradigm for guidance.

- Actor: Who exactly is performing this action? Do their powers extend to the sort of action suggested by the plan, or is the recommended action outside their jurisdiction? If the solution calls for the engagement of non-governmental organizations, which ones? Do *they* have the power to act?
- Action: What exact action is being taken? Is this action sustainable? Is it cost-effective? Is it effective at all? Will it require the approval or cooperation of other nations?
- Timeframe: When should this action take place? Are you demanding a 10 year solution in six months? If your topic is time sensitive, will your proposed solution be timely to abate the worst consequences of failure?

## Works Cited

Citations (both in-text and in the final pages) should be in MLA format. Each topic should have a separate Works Cited section. Every claim that is made should be cited from an academic source or a reputable news organization, or it may be considered plagiarized. Papers that fail to cite sources for claims or ideas that are not their own may be removed from award eligibility. Under no circumstances will plagiarized papers be eligible for awards. Works Cited will not count toward the 4 page limit.

Please note that the following items are not included:

- Title pages
- Country profiles
- Delegate's names
- School's name

## FORMATTING

The following format is a requirement for all position papers. Position papers that drastically deviate from this format may be removed from award eligibility.

- **PAGE LIMIT:** There is a maximum of 4 pages per topic (not counting the Works Cited section).
- **FONT AND SIZES:** Papers should be double spaced, with 12 pt Times New Roman font.
- **FORMAT AND MARGINS:** Papers should have 1 inch margins and be fully justified.
- **SECTION TITLES:** Label sections clearly and distinctly (boldface or italics is preferred).

## ALLOCATION

UCIMUN does not formally require a strict page allocation. The allocation listed below, however, is strongly recommended and reflects UCIMUN's approach to scoring position papers. As stated before, position papers may not exceed four pages per topic.

- **A: BACKGROUND**  
The Background section should be shortest of the three, as much of the same information is provided in the topic synopsis (approximately 25%, or slightly less).
- **B: INTERNATIONAL INVOLVEMENT**  
International Involvement should be slightly longer, or equal to background. UCIMUN recommends against shortening country policy to add more to International Involvement (approximately 25%, or slightly more).
- **C: COUNTRY POLICY**  
Country policy should be the lion's share of the paper (approximately 50%).
- **WORKS CITED**  
As stated before, the Works Cited is not counted toward the page limit; please take this as invitation to source your papers thoroughly.

## SUBMISSION AND AWARDS

In order to be eligible for research awards, delegates must submit position papers to the committee emails listed below **by 11:59pm, April 14<sup>th</sup>, 2019**. Position papers submitted later than this deadline will **not** be eligible for research awards.

In order to be eligible for committee awards (commendations, outstanding, and best delegate), delegates must submit position papers to the committee emails **by 9:00am, April 27<sup>th</sup>, 2019** (the beginning of conference's first session). If delegates fail to submit position papers by this deadline, the delegates will **not** be eligible for committee awards.

When submitting position papers, submit both topics together as a single document in PDF format. Position papers submitted as DocX files or Google Drive links will be returned to delegates until submitted as PDFs. Submit these PDFs, with the titles in the

format specified below:

COMMITTEENAME\_Country.PDF

For example, if the Republic of Kazakhstan was submitting a paper to Environmental Programme, the file would be saved as

EP\_Kazakhstan.PDF

Committee emails are listed below and in the topic synopses for your convenience. Position papers sent to the Secretary-General or Director-General account will not be reviewed. Delegates submitting position papers should receive email confirmation that their position paper was received within 48 hours; if you do not, please check the email address of the recipient and follow up with the email if necessary.

Committee Name	Email
General Assembly	UCIMUNGA@GMAIL.COM
First: DISEC	UCIMUN1ST@GMAIL.COM
Fourth: SPECPOL	UCIMUN4TH@GMAIL.COM
Sixth: Legal	UCIMUN6TH@GMAIL.COM
Environmental Programme	UCIMUNEP@GMAIL.COM
World Health Organization	UCIMUNWHO@GMAIL.COM
Security Council	UCIMUNSC@GMAIL.COM
Historical Security Council	UCIMUNHSC@GMAIL.COM