

Let's Get Started!

First things...RESEARCH!!! Review your committee's background guide, and begin conducting research on your country's position on the topic. Once you have completed your research, you are ready to write your position paper.

Reading your background guide properly makes every other stage of the funnel much easier.

Background Guide

Your Goal - Find sources, key topics and focus questions to explore with research.



01

Research

Your Goal - Find specific projects, statistics, and ideas relevant to your delegation.



02

Solutions

Your Goal - Bring your research together to develop initiatives.



03

Position Paper

Your Goal - Outline your solutions in a written policy proposal.



04

Opening Speech

Your Goal - Pitch your policy proposal to your committee and gain support.



05

Information Gathering

Presenting Your Ideas

How to Write a Position Paper

HKMUN requires delegates to write a ONE PAGE single-spaced position paper. Each position paper has three basic parts: your country's ***national interests***, your country's ***national policies***, and your country's opinion on ***potential resolutions***.

National interests are what your country would like to see happen in the world.

- *EXAMPLE: Cameroon, a lesser developed country troubled by terrorism, wants to reduce terrorist attacks to stabilize its own government.*

Your nation's interests CANNOT BE CHANGED AND ARE NOT NEGOTIABLE. Instead, they are generally idealized goals or methods of solving specific problems.

National policies are your country's previous/current attempts to secure its interests

- *EXAMPLE: Cameroon, in an effort to combat terrorism, has sought to enter into new extradition treaties.*

These policies ARE NEGOTIABLE.

Potential resolutions are your country's proposals to resolve the topic your committee is discussing.

- *EXAMPLE: Cameroon feels that any resolution to prevent terrorism must allow the injured country the right to put the terrorists on trial. In addition, Cameroon would not oppose the creation of an international information network on terrorism. Cameroon, however, will not support any resolution that allows terrorist acts to be protected from extradition.*

When you propose ***potential resolutions***, they MUST BE ALIGNED with the national interests of your country

Writing position papers benefits you in many ways, but most importantly, writing a position paper makes you think about the information you have researched and helps you to express ideas concisely and clearly, making you better prepared for the conference.

SAMPLE POSITION PAPER

United Arab Emirates
Disarmament and International Security Committee
Foreign Interventions in Civil War



NATIONAL INTERESTS
CONTEXT &



A decade worth of heightened political turmoil in the Middle East has placed the United Arab Emirates at the forefront of foreign interventionism in conflict ridden states. From backing Egyptian rebels striving to undermine the reign of the fundamentalist regime of the Muslim Brotherhood, to an undying militaristic and humanitarian presence in the Syrian civil war through supporting the rebels and harboring refugees by funding infrastructure development in Jordan, the UAE is the forerunner amongst GCC countries in the battle to achieve peace in the Middle East. A key aspect of this committee is defining the broad topic of foreign intervention and the appropriate measures that must be taken to re-establish trust and destigmatize the action of outside involvement. With the Arab Spring more than doubling the number of Global civil wars, Intervention, and opening dialogues to understand what has gone wrong with past interventions are pressing matters.

NATIONAL POLICIES
& PAST ACTIONS



The UAE believes that foreign intervention should be deemed as a valuable and imperative action in civil conflict, especially when large-scale violations of fundamental human rights have occurred. Ineffective interference escalates and prolongs situations, causing more damage than necessary and the UAE strongly believes that multifaceted interventions can prevent the repeating consequences that can arrive with involvement from a foreign country. From being involved in numerous forms of intervention from military action to refugee aid in the Syrian Civil War and contributing to a multilateral pool of funds to buy arms for approved rebel groups, the UAE is in a prime position to discuss the complexity of intervening. The UAE is involved in multiple conflicts that are outside their country' bounds and being involved in not only military action, but fiscal, humanitarian and refugee aid; it places the UAE in a prime position to build a constructive and actionable idea of what foreign intervention *should* be in our modern globalized age.

POTENTIAL
RESOLUTIONS



In being as pragmatic as possible and working to produce effective resolutions this committee must focus on the combination of aid, accountability, and necessity of intervention, whilst bearing in mind protocols to avoid unnecessary escalation. To this end, the UAE believes resolutions should emphasize threefold frameworks; one, creating obligatory aid involvement from countries involved in the conflict, whether this be through infrastructure, refugee aid or other forms of re-establishment. Secondly, creating a clear framework for foreign intervention to ensure stability and establishment of accountability for violators. Thirdly, emphasizing peacekeeping and only intervening when intervention is necessary, and understanding that the necessity is unique by situation and shall not be determined by a rigid framework.

3 Steps For a Great Position Paper

Lay The Foundation



- **Why should your reader care?** - Start with a compelling hook
- **What is the impact?** - mention how this topic may impact your delegation
- **What is your main argument?** - State your thesis and set up the rest of the paper.

Build Your Case



- **Lay out your key supporting points** - Add more facts and research, outline how recent developments related to the topic affect you.
- **Explore Counterarguments** - Identify and investigate at least one or two common objections or counterpoints.

Bring it Home



- **Solutions** - Flesh out your problem-solving approach.
- **Summarize** your best arguments
- **Explain** how they connect to and solve the committee topic

Stage 1 - Lay The Foundation



The opening sentence grabs the readers attention by explaining why the topic is important to Iceland.

"For Iceland, a nation whose identity and economy are deeply intertwined with the ocean, it should be clear that addressing marine pollution is not just an environmental priority—it is a matter of survival. The delegation from Iceland urges the global community to recognize the urgent need to take decisive action against this pervasive issue.



The following sentence shows how this issue affects your delegation or the population you represent



This sentence explains the overarching argument that will be developed later on

Iceland proposes the creation of a Global Marine Pollution Fund, designed to assist countries that are most affected by marine waste. This fund would provide financial and technical support for waste management improvements, pollution cleanup projects, and education initiatives aimed at reducing waste at the source."

Stage 2 - Build Your Case



Here, you are citing real-world examples to illustrate your point.

"The concept of a global fund is not new; Examples include the Green Climate Fund - an agreement that Iceland is already a part of. This fund shows that pooled resources can effectively support developing nations in addressing climate change impacts. A similar approach for marine pollution would help level the playing field, allowing countries that lack the resources for extensive waste management infrastructure to take meaningful action.



Using Key terms can show your expertise, boosting your credibility



Here, you are addressing a counterargument and explaining its issues

Currently, most international efforts rely on non-binding agreements, regional cooperation, and voluntary initiatives led by NGOs and individual countries. These existing approaches fall short because they do not provide the consistency or scale needed for a comprehensive solution. Voluntary initiatives can be piecemeal and fail to coordinate efforts across borders."

Stage 3 - Bring it Home



Bring in your best arguments, showing how they support your main goal.

"Iceland's proposal for a Global Marine Pollution Fund combines the best aspects of proven international funding models with the specific focus of addressing marine pollution. The establishment of such a fund would benefit not only coastal nations but all countries dependent on marine-based resources and global trade. Cleaner oceans support healthier fisheries, boost economic stability in vulnerable regions, and contribute to biodiversity preservation—critical for the global ecosystem.



Spotlight your main solution again and set up your final arguments.



End your paper with a unifying statement, make it memorable if possible.

Let us take this opportunity to forge a united path toward sustainable ocean management, ensuring that future generations inherit a world where marine life thrives and communities prosper. Together, we can turn the tide on marine pollution and achieve lasting change."

Position Paper Formatting

When writing your position paper make sure to:

- Organize your heading properly
- Avoid using bullet points
- Keep the same font size
- Keep your margins consistent

The Importance of Good Formatting

Properly Formatted

Committee: The World Health Organization
Topic: Addressing Global Access to Clean Water
Delegation: Spain
School: The IB School

Access to clean water is a pressing issue that impacts billions of lives worldwide. Despite efforts to improve water access, over 2 billion people still face water insecurity, which affects their health, economic opportunities, and overall quality of life. The delegation of Spain recognizes that this issue not only poses a humanitarian challenge but also threatens global stability. Ensuring reliable and equitable access to clean water is essential for progress toward sustainable development and poverty reduction.

Spain has extensive experience in sustainable water management practices that can inform international policy. Our country's innovations in desalination technology and advanced irrigation systems have set a benchmark for effective water resource management. By sharing expertise and fostering collaborations, Spain seeks to lead initiatives that empower countries struggling with water scarcity. International cooperation on infrastructure development, knowledge-sharing, and capacity building is fundamental for expanding access to safe drinking water worldwide.

The delegation of Spain urges the United Nations to prioritize comprehensive measures that include funding for infrastructure, technology transfer, and community-led projects. This approach must incorporate strategies for climate change adaptation to ensure resilience in water management systems. By working together, the global community can create solutions that safeguard the right to clean water for all and promote a more equitable world.

Poorly Formatted

Committee: WHO **Topic:** Addressing Global Access to Clean Water **Delegation:** Spain **School:** The IB School

Introduction

- Water access is a major global problem.
- 2 billion people do not have reliable water.
- Spain knows this issue well and wants the UN to act.

Spain has good water management experience. Desalination is one method Spain uses to make more water. Other countries can learn from Spain's technology and practices. Working together is important. Water issues make poverty worse and limit development, so helping people access water is important. We need to share technology and knowledge.

Solutions Spain supports:

- Funding for building water infrastructure
- Sharing knowledge between countries
- Teaching communities how to manage water projects

Climate change is also making water issues worse, so these efforts need to include ways to adapt to climate changes.


The UN should help fund these projects. Working together, we can make water access better for everyone.


Position Paper Checklist


When everything is said and done, it can always help to run through a final checklist to make sure you haven't missed anything. Here are a few key pointers to keep in mind:


- A brief introduction to the topic and how it affects your country.
- Your country's policies with respect to the issue and your country's justification for these policies.
- Actions taken by your country and other organizations in an attempt to solve the issue.
- A mention of any significant conventions or resolutions your country has participated in, and your delegation's position on them.
- Facts, quotes and statistics to back up your country's position.
- Your potential resolutions outlining how your delegation aims to resolve this issue.
- **INCLUDE YOUR SOURCES ON A SEPARATE PAGE (*NOT optional*):** Including sources shows that your arguments are not just opinions but are supported by established research and factual evidence.


A great position paper has/is...


 **Thorough use of facts and figures:** This is especially impressive when you've used information that was not in the background guide.

 **Thought-Provoking Solutions:** The best position papers have a creative policy proposal that tie the whole piece together.


 **No rambling:** Even if you're writing a longer position paper, make every sentence count.


 **Well-formatted:** Use clear spacing between your paragraphs and topic sentences. Stay away from bullet points and crazy margins.


 **Balanced Tone:** Avoid overly aggressive or defensive language, respectfully acknowledge any counterpoints if necessary.


 **Maintain Clarity and Precision:** Use straightforward language to make complex ideas accessible.


What to avoid...

 **No clear position:** Your Position Paper should help your reader to understand... your position. So for this reason you shouldn't hold back too much on your delegation's opinion about the topic. Your goal is to make sure the person reading your paper knows where you stand. Clarity is your friend.

 **Not enough facts:** The Position Paper is your chance to show off a little bit. Demonstrate how much you know and that you're invested in finding a solution to the committee topic.

 **Not using diplomatic language:** Remember, you are the representative for a country, you are not expressing your own views, you are expressing the views of your delegation.

 **Unnecessary language:** It's easy to go overboard with the official language. It's something that just doesn't help and can make your opinion more difficult to understand.

 **Fake facts:** Unless you're dealing with a topic that doesn't have any statistics or research, make sure that you're using reliable facts and statistics to back up your arguments.