



POSITION PAPER GUIDE [JCC]

***Note: there are major changes from previous years at BMUN and other committees. Please make sure to read the format and guidelines thoroughly.**

Writing a well-researched and substantive Position Paper is the best way to prepare for any Model United Nations conference. Through the position paper your delegation will express its ideas and policies by defining your character's perspective on the issues at hand. Moreover, it is the means by which you bring all of your research together in a logical and succinct form.

This committee is not using BMUN's standard paper format. Instead, we'll be using the format described below.

Format:

- 1-2 pages maximum
- Single spaced
- 12-point font, Times New Roman
- 1-inch margins

Sections:

1. Biography of Character (20%)
2. Character's Committee and Individual Policy/Goals (60%)
3. Response to Two Questions to Consider (15%)
4. Citations with Chicago Footnotes

The percentages represent the weight at which the sections will be graded. The remaining 5% that isn't listed in the sections is for the Chair's Discretion in grading, which is granted to papers that are correctly formatted with professional diction and proper grammar. Our rubric this year will be based on a scale for each section and will align with the rubric on the following page.

References

As mentioned in the guidelines, you should cite sources using Chicago style footnotes. Please do not provide a bibliography or in-text citations. Please remember to cite all external sources of information you use, not just for quotes but also for statistics, maps, and even past solutions and resolutions.

Citations should follow the format of Author First name Last name, *Title* (Place of publication: Publisher, Year), page number(s). For more information on how to use Chicago footnote citations, visit [EasyBib](#).

All position papers will be extensively cross-referenced through various sources, both online and in-print. If there is any evidence of using the work of others without citations, **the delegate(s) will not be eligible for an award**. Any school that has multiple cases of plagiarism may be reconsidered for a School Delegation Award. It is the responsibility of the delegate and the advisor to ensure this does not happen.

Submission

Submission will be through Huxley. In depth instructions are provided on the last page of this guide, after the rubric. Position Papers are due on February 18th to be considered for the *Research Award*, and February 25th to be considered for *any committee award*. Late submissions will not be considered, and submissions will be graded on a rolling basis. It is advised that delegates submit their position paper when they are done instead of waiting till 23:59 PST the day of the deadline to get it in, to avoid technical difficulties.

SECTION EXPECTATIONS

Biography of Character	Policy and Goals of Character	Response to Two Questions to Consider
<ul style="list-style-type: none"> • This section should thoroughly cover relevant information about your assigned character including positions held, involvement with the conflict and the powers of their current position. • Discuss the impact of your position or your ideological beliefs on your outlook for the committee. • Answer questions about if your character is biased based on their background, financial interests, partisanship, etc. • Ask both political and economic questions about your character, and include any institutional relationships. • Provide information that is not already in topic synopsis. 	<ul style="list-style-type: none"> • Longest and most important section of the paper. • Propose a course of action that your character wishes the committee to take, and/or an initiative for the regulatory body or other characters to take in order to solve the problem. • Provide an explanation on how these solutions will be implemented and why they will be effective. • Be sure to explain how your plan for the committee meets the goals you defined. • Analyze the feasibility of what you propose and assess any weak points. 	<ul style="list-style-type: none"> • Responds to TWO Questions to Consider from the perspective of your character. • Clearly identify the two questions answered, and not answer more than two. • Intended to inspire further research and thinking on the topic, mirroring practical and ethical dilemmas that plague decision making on an institutional level.

RUBRIC

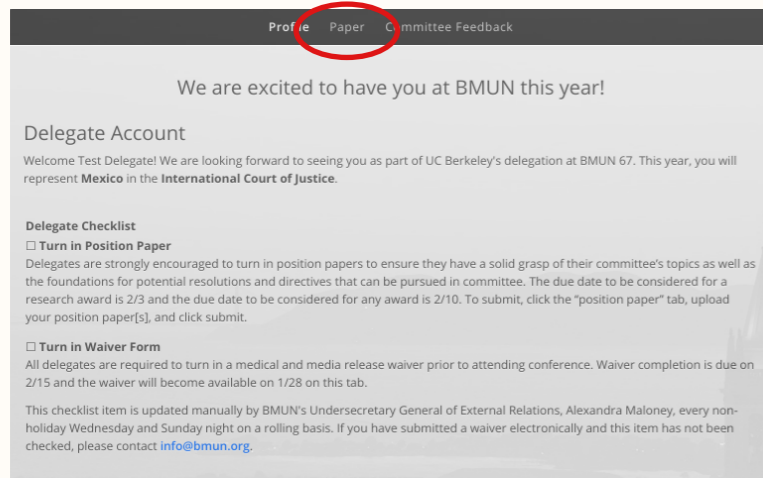
Section	Exceeds Expectations	Meets Expectations	Attempts to Meet Expectations	Needs Improvement	Missing Section
Biography of Character (20%)	Paper does an exceptional job of thoroughly covering your character's plausible involvement in the conflict, is not just a summary of the synopsis, uses multiple reputable sources, and is written using professional language.	Paper does a good job of covering your character's involvement in the conflict, is not just a summary of the synopsis, uses a couple of reputable sources, and is written using professional language.	Paper attempts to cover your character's involvement in the conflict, is close to a summary of the synopsis, uses few reputable sources, and is not written entirely in professional language. Might mention character involvement, but it is not thoroughly explained.	Paper briefly covers some relevant aspects of the conflict, but is mostly a summary of the topic synopsis. Uses little to no reputable sources and is not written using professional language. Makes little mention of your character or their involvement.	Section is missing entirely.
Policy and Goals of Character (60%)	Paper does an exceptional job of thoroughly covering character's position and analyzing their motivations. It uses multiple reputable sources, draws conclusions from clearly presented evidence, and is written using professional language. Clearly defines the character's goals for the committee based on motivations and past actions.	Paper does a good job of covering the character's position and analyzing their motivations. It uses a couple of reputable sources, draws conclusions from evidence, and is written using professional language. Defines character's goals for the committee and connects them to character's motivations.	Paper attempts to cover character's position and analyze their motivations. It uses few reputable sources, attempts to connect analysis to evidence, and is not entirely written in professional language. Mentions some of the character's goals.	Paper briefly discusses the character's position and analyzes their motivations. It uses little to no reputable sources, does not rely on evidence, and is not written using professional language. Does not clearly define the character's goals.	Section is missing entirely.
Response to Two Questions to Consider (15%)	Paper followed directions and responded to two questions to consider and clearly identified which two questions they selected to respond to. Responses were well thought out, well researched, and written in a professional manner from the perspective of the character. Shows deep understanding of the topic.	Paper followed directions and responded to two questions to consider and clearly identified which two questions they selected to respond to. Responses were reasonably thought out, researched, and written in a professional manner from the perspective of the character. Shows fair understanding of the topic.	Paper either followed directions and responded to two questions but somewhat poorly, or only answered one question and did a good job with that one response. Responses attempted to answer questions, but fell somewhat short of being well thought out. Shows a partial understanding of the topic.	Paper either followed directions and responded to two questions but poorly, or only answered one question and did a somewhat fair job with that one response. Responses attempted to answer questions, but fell short of being well thought out. Shows a shallow understanding of the topic.	Section is missing entirely.
Chair's Discretion (5%)	Paper is perfectly formatted, perfectly cited, and only has minor grammatical errors if any at all.	Paper is nearly perfect in formatting, is cited well, and has a few minor grammatical errors.	Paper has minor formatting errors and issues with citations with some grammatical errors.	Paper has major formatting errors and issues with citations with many grammatical errors.	Format entirely not followed. No citations and major grammatical errors.

HUXLEY SUBMISSION GUIDE

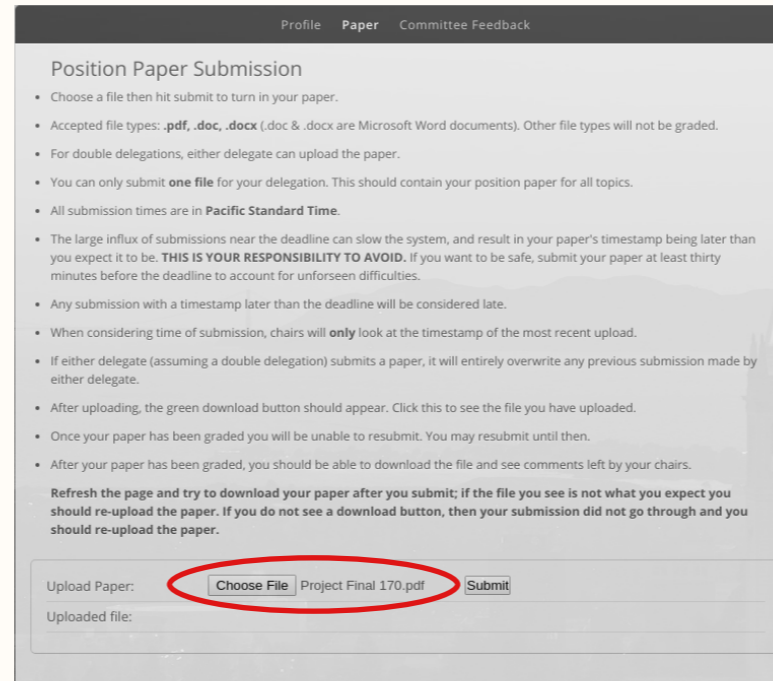
1

When you have completed your position paper, you will be submitting it through our online position paper system known as **Huxley!** First, you will need to log into your account at huxley.bmun.org. The first tab (shown below) shows your “Profile” page that has a checkoff list of things you need to do prior to conference.

To submit your paper, click the “Paper” tab on the top black bar of the screen. That will redirect you to the tab shown to the right. On this, **it is vital that you read all of the instructions before submitting.**



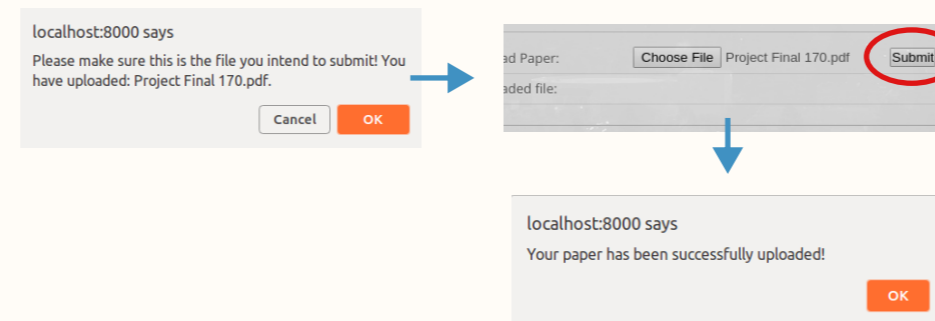
2



After you have read through all of the requirements, click the “Choose File” button. This will allow you to choose any document on your computer that is .pdf, .doc, and .docx. Reminder, you can only submit one file, so for committees with two topics, both position papers must be in the same document.

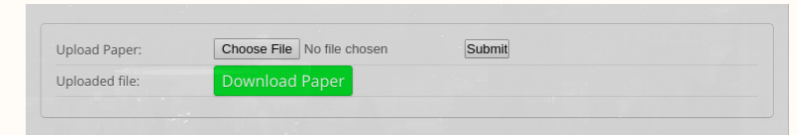
Once a file is selected, a pop-up should appear like the image on the right. Click “OK” on the pop-up and select “Submit” next to the file you just uploaded.

After this, you should get a pop-up confirming a successful submission!



3

You should see a large green button that says “Download Paper” (seen below).



Lastly, on the “Profile” page, there should be a check in the box by “Turn in Position Paper”! Then, you are good to go!

