

# A Guidebook for New MUN Delegate

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# DELEGATION

*In*

# MOTION

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# Introduction

Model United Nations (MUN) is a powerful educational tool that allows students to engage in simulated diplomatic debates and negotiations. MUN conferences bring together students from different schools and countries to simulate the work of the United Nations and other international organizations. It offers a unique platform for students to develop crucial skills, expand their knowledge of global affairs, and foster a deeper understanding of international relations.

Participating in MUN provides an opportunity to explore and address global challenges, ranging from climate change to human rights, from disarmament to economic development. By assuming the roles of diplomats representing various countries, students gain insights into the complexities of international politics and learn how to collaborate with others to find solutions to pressing global issues.



# 1. Understanding the Rules of Procedure

## Plenary Session

The plenary session is the main meeting of the conference where all delegates convene. It usually begins with an opening ceremony and includes keynote speeches, the introduction of the agenda, and the adoption of the rules of procedure.

## Committee Sessions:

MUN conferences consist of various committees, each focusing on specific issues. Committee sessions are where most of the work is done. Delegates engage in debates, negotiate resolutions, and collaborate with others to address global challenges.

## Speakers' List

During committee sessions, delegates can add their names to the speakers' list to indicate their desire to address the committee. The speakers' list allows for organized and fair participation, ensuring that each delegate has an opportunity to speak.

## Moderated Caucus

A moderated caucus is a structured debate that allows delegates to make speeches on a specific topic. The chair sets the speaking time, usually between 1-3 minutes per delegate, and maintains a speakers' list. Delegates address the committee and present their viewpoints, ideas, and solutions.

## Unmoderated Caucus:

An unmoderated caucus is an informal session where delegates engage in discussions, form alliances, and negotiate with other delegates. During an unmoderated caucus, delegates have the freedom to move around the room and collaborate on writing resolutions or building consensus.

## Points and Motions:

Points and motions are procedural tools that delegates can use during the conference. They include Points of Order, Points of Personal Privilege, Points of Inquiry, and motions such as motions to introduce a resolution or adjourn the session. Understanding these points and motions allows delegates to effectively participate and contribute to the conference proceedings.

## 2. Preparation before the Conference

### Research:

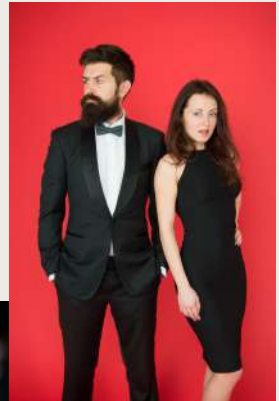
Thorough research is essential for effective participation in MUN conferences. Familiarize yourself with the country or organization you will be representing, including its history, foreign policy, and relevant international agreements. Additionally, research the agenda topics to develop a comprehensive understanding of the issues at hand.

### Position Paper:

A position paper is a concise document that outlines your country's or organization's stance on the agenda topics and proposed solutions. It should include an introduction, background information, policy statements, and potential actions. Writing a well-researched position paper helps clarify your country's perspective and serves as a foundation for your arguments during debates.

### Dress Code:

Dress professionally during the conference. Follow the conference guidelines regarding appropriate attire. Typically, business attire, such as formal suits or dresses, is expected. Dressing professionally enhances your credibility and contributes to the formal atmosphere of the event.



# 2.1 Sample of Position Paper

Context & State Position

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.

Solutions

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's 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.

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.

State Role/Past Actions

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



# 3. During the Conference

## Opening Ceremony:

Attend the opening ceremony of the conference. The opening ceremony sets the tone for the conference and provides important context. It usually includes speeches by distinguished guests, organizers, and keynote speakers. Take notes and pay attention to any instructions or announcements provided during this session.

## Committee Sessions:

Actively participate in committee sessions. Engage in debates, deliver speeches, negotiate with other delegates, and work collaboratively to find solutions to the agenda topics. Respect the speaking order set by the chair and follow the established rules of procedure.

## Diplomatic Language:

MUN offers opportunities to practice public speaking, debating, and persuasive communication. Delegates learn to express their ideas clearly, listen actively to others, and present convincing arguments.

## Collaboration and Negotiation:

MUN conferences provide opportunities for collaboration and negotiation. Build alliances with delegates who share similar goals or perspectives. Engage in constructive discussions, seek common ground, and work towards consensus. Negotiate diplomatically, considering the interests of your country while remaining open to compromise.

## Voting:

Voting is an integral part of the MUN process. During voting procedures, carefully consider your country's position and the content of the resolution or proposal. Follow your country's instructions or exercise your own judgment, taking into account the potential impact of your vote on your country's interests and the overall objectives of the committee.



# 4. Making Speeches

## Be Prepared:

Prepare your speeches in advance. Start by outlining your main arguments, supporting evidence, and potential solutions. Structure your speech logically, with an introduction, body, and conclusion. Clearly state your position, objectives, and proposed actions. Use persuasive language, rhetorical devices, and storytelling techniques to captivate your audience.

## Speech Etiquette:

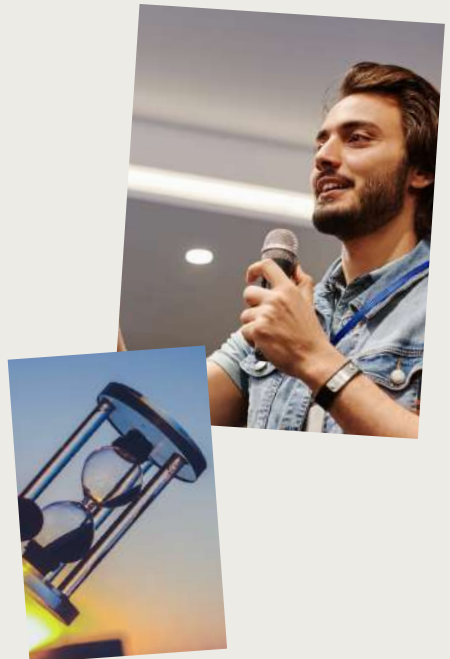
Maintain decorum while speaking. Stand or sit upright, project your voice, and use appropriate gestures to emphasize key points. Be mindful of your body language and facial expressions, as they contribute to your overall presentation. Respect the chair's instructions and adhere to any specific rules or guidelines regarding speech delivery.

## Points of Information:

During speeches, other delegates may raise Points of Information (POIs) to seek clarification or challenge your arguments. POIs provide an opportunity for interactivity and engagement. When accepting POIs, maintain eye contact, actively listen, and respond succinctly. Be confident in your responses and use them to reinforce your arguments.

## Time Management:

Respect the time limits for speeches. Most conferences allocate a specific time for each delegate to speak, typically ranging from 1 to 3 minutes. Practice your speech multiple times to ensure that you can effectively deliver your message within the allocated time. Rehearsing will also help you develop a natural and confident speaking style.





# 5. Writing Resolutions

## Format and Structure

Resolutions are formal documents that propose solutions to the issues being discussed. Follow the prescribed format and structure provided by the conference organizers. Typically, resolutions consist of a title, preamble, operative clauses, and signature section. Ensure your resolution is clear, concise, and free of grammatical errors.

## Co-Sponsors

Seek co-sponsors for your resolution to increase its chances of acceptance. Co-sponsors are other delegates who support and endorse your resolution. Collaborating with co-sponsors demonstrates broad support for your proposed solution. Approach like-minded delegates, explain the merits of your resolution, and invite them to co-sponsor it.

## Writing Operative Clauses

Operative clauses are the actionable parts of a resolution. They propose specific measures or actions to address the issues at hand. Ensure that each operative clause is concise, clear, and aligned with your country's objectives. Provide justification and evidence to support each clause and its intended outcome.

## Amendments

During the debate, other delegates may propose amendments to your resolution. Evaluate each proposed change carefully, considering its impact on the resolution's effectiveness and alignment with your country's objectives. Accept or reject amendments based on their merits and potential to improve the resolution.

## Voting on Resolutions

Resolutions are voted upon by the committee. Understand the voting procedure and be prepared to defend your resolution if necessary. Articulate the merits of your resolution, address any concerns or objections raised by other delegates, and advocate for its adoption. Be open to constructive feedback and be willing to compromise if it aligns with your country's interests.

## 5.1 Resolution Sample

### Sample Draft Resolution

#### United Nations

#### Security Council

*Protecting, Resolving, and Organizing the Central African Republic*



#### SC 1/1.1

**Sponsors:** Albania, Dominican Republic, France, Russian Federation, United States

**Signatories:** Bahrain, Belgium, China, Germany, Indonesia, South Africa, United Arab Emirates, United Kingdom

**Topic:** Topic 1 - The Crisis in the Central African Republic

*The United Nations Security Council.*

*Recognizing the Charter of the United Nations,*

*Noting with deep concern the 2.4 million people who are in dire need of assistance and protection,*

*Alarmed by the 400 thousand people who have already been displaced,*

*Reminding that a strong government is needed to help facilitate funding and initiatives*

*Expressing its appreciation for the efforts of the existing MINUSCA peacekeeping force,*

*Having adopted R2P as its guiding principle for the creation of the military force, with precedent as the deployment of the United Nations Preventive Deployment Force (UNPREDEP) in Macedonia in 1949,*

*Emphasizing the need for international cooperation on this issue,*

1. *Establishes the creation of a sub-committee to oversee this initiative, called the United Nations African Supervisory Committee for Armed and Educational Programs (ASCAIP);*
  - a. *This sub-committee will be representative of all the United Nations member state who provide peacekeeping operations, and any nation that wishes to join must be approved by the members of ASCAIP by a majority vote;*
    - i. *Subcommittee will assemble every five months to discuss whether tangible progress has been made, and whether;*
    - ii. *The sub-committee will include the government representative of the Central African Republic to ensure the nations opinions are heard;*
  - b. *The committee will be under the auspices of MINUSCA, from where it will obtain its funding likewise;*
  - c. *Then, convene a special session of the Security Council in six months so that the subcommittee reports on its progress, to see if it should be given additional time in its mandate, or new resolutions must be put into place;*
2. *Urges more funding from developed countries and UN bodies such as IMF, World Bank, to address the famine in the Central African Republic;*

# 6. Code of Conduct

## Respect and Professionalism

Maintain a respectful and professional demeanor throughout the conference. Treat all delegates, organizers, and staff with courtesy and consideration. Listen attentively to others, and avoid interrupting or belittling their opinions. Remember that MUN conferences provide a platform for constructive dialogue and the exchange of ideas.

## Cell Phones and Electronics

Avoid using cell phones or electronic devices during committee sessions, as they can be distracting and hinder your active participation. Keep your focus on the discussions and engage fully with fellow delegates.

## Decorum

Observe decorum and follow the instructions of the Chair or committee director. Respect the speaking order, wait for your turn to speak, and avoid speaking out of turn. Raise points of order if you notice any violations of the rules of procedure. Stay engaged in the discussions and contribute constructively to the debate.



# 7. Post-Conference

## Feedback and Reflection

Seek feedback from your peers, advisors, or conference organizers to improve your MUN skills. Reflect on your experience and identify areas for growth. Understand what went well and what could be improved upon in future conferences. Use the feedback received to enhance your understanding of global issues and diplomacy.

## Networking

MUN conferences offer excellent networking opportunities. Engage in conversations with other delegates, exchange contact information, and build professional relationships. Networking can open doors to future collaborations, academic opportunities, and career prospects. Stay connected with fellow delegates through social media platforms and professional networks.

## Continued Learning

MUN is a continuous learning process. Stay updated on global issues, international relations, and diplomatic affairs. Participate in additional MUN conferences, workshops, or training sessions to further develop your skills. Engage in research, reading, and discussions to broaden your understanding of the world and enhance your effectiveness as a delegate.

Remember, as a first-time MUN delegate, the key is to learn, engage, and enjoy the experience. Use this handbook as a foundation, but also be open to adapting and learning from the unique dynamics of each conference. Embrace the opportunity to represent your country, engage in meaningful debates, and contribute to finding solutions for a better world.

# Conclusion:

Remember, as a first-time MUN delegate, the key is to learn, engage, and enjoy the experience. Use this handbook as a foundation, but also be open to adapting and learning from the unique dynamics of each conference. Embrace the opportunity to represent your country, engage in meaningful debates, and contribute to finding solutions for a better world.