

Timeline of a Model United Nations Conference

Conference Organisers

Conference date agreed

Experienced students chosen to be **Secretary-General, Under-Secretaries, Committee Chairs** and **Assistant Chairs**.

Conference topic chosen (e.g. 'Women: Half the World'); specific **committee topics** chosen (e.g. 'Migrant Women Workers and Trafficking'); topics communicated to schools; **briefing paper** (about topic) written and distributed.

Training day organised.

Students individually **allocated a country** (e.g. Rwanda, USA, UK) and **committee** (e.g. UNICEF).

Younger students chosen to be **rapporteurs** (writing up country names, ensuring debates are timed correctly, assisting chairs with committee procedures).

Some students chosen as '**media team**', aiming to research, write and publish one or two newsletters/newspapers during the conference.

Volunteers chosen to be committee '**Directors**', helping to advise chairs on UN procedures and international relations / country positions.

Students & Teachers

Students and teachers start learning about topic.

Students and teachers attend training day to learn about **UN debating procedures**.

Students and teachers start learning about their allocated country's position on the topic.

Students write and submit individual '**position paper**' to outline their country's position on the topic and their initial recommendations.

Conference date arrives: Students and teachers attend conference (students representing countries are '**delegates**').

Opening ceremony: Secretary-General gives speech, other speeches from special guests (often connected to topic).

Delegates go to committees and start debating, often commencing by reading sections from position papers (process known as '**Speakers' List**').

Chairs and directors guide and steer debates. Generally each committee has between 25 and 60 delegates, apart from **Security Council** which has 15 and is generally regarded as an 'advanced' committee, for more experienced delegates.

Committees have two types of debate: '**moderated caucus**' which is a formal chaired debate, with delegates speaking one at a time for maximum time limits (e.g. 10 minute caucus, 30 second speaking time), and '**unmoderated caucus**', which is an informal period of discussion where delegates can get up and speak together in groups, aiming to form '**blocs**' of countries with similar positions. Delegates motion for these types of debate, guided by chairs, and vote on procedural matters.

Blocs within each Committee start formulating '**working papers**', setting out their combined positions and recommendations.

Working papers are turned into **draft resolutions** by delegates, using formal UN language and formatting.

Committees examine and debate draft resolutions, if the resolutions have sufficient numbers of **sponsors** and **signatories**.

Final resolutions are typed up, presented and **voted** on by Committees (Two thirds majority needed to pass resolution).

Closing ceremony: sometimes resolutions are read out and voted on in 'General Assembly' style. Speeches from special guests. Chairs and directors give out **awards**: usually one '**best position paper**', two '**honourable mentions**' and one '**best delegate**' per committee. Chairs often give reasons for their choice of students to reward. An award is given for '**best delegation**' (school), for example if a large number of students from a particular school have won individual awards