



Tips on Writing and Placing Op-eds

FOR MORE TIPS, SEE:

[The Op-Ed Project](#)

[The New York Times:
Tips for Aspiring
Op-ed Writers](#)

[The Harvard Kennedy
School of Government](#)

PREPARE

- Read published op-eds to get an idea about format, length, tone, and style.
- Identify a publication appropriate for the issue addressed in your submission, and review previous articles and op-eds on your issue in that publication.
- Carefully review and adhere to submission guidelines, especially word count.

WRITE

- Open with a strong, clear statement that draws the reader in.
- Use clear, easy-to-understand language. Write for a general audience, not experts.
- Show, don't tell: Use anecdotes to illustrate main points.
- Avoid passive voice. Use short sentences and short paragraphs.
- Support your argument with facts, evidence, data, research—but take care to avoid overwhelming readers with statistics.
- End with a strong conclusion and clear call to action.

REASON

- Have a clear answer to the question: “Why is this important today?”
- Let reader know why this information is valuable to them.
- Include concrete solutions to the issue.
- Ensure that the position you take is clear. Don't waffle. Acknowledge strong opposing arguments but debunk them briefly and make it obvious where you stand.

REVIEW

- Proofread. Then have someone else proofread.
- Ensure adherence to submission guidelines.

PLACE

- Submit your op-ed as provided by the publication guidelines. When in doubt, email to the Opinions Editor.
- When submitting by email, briefly state why this op-ed is timely and important enough to be published. Copy and paste the op-ed in the body of the email along with your contact information.

CONTACT

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