

Manager Salary Start Package 2026

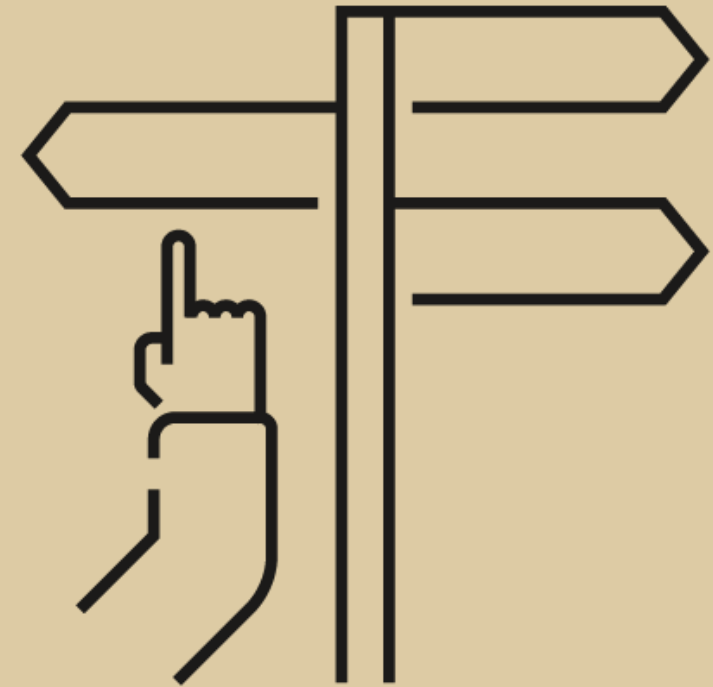


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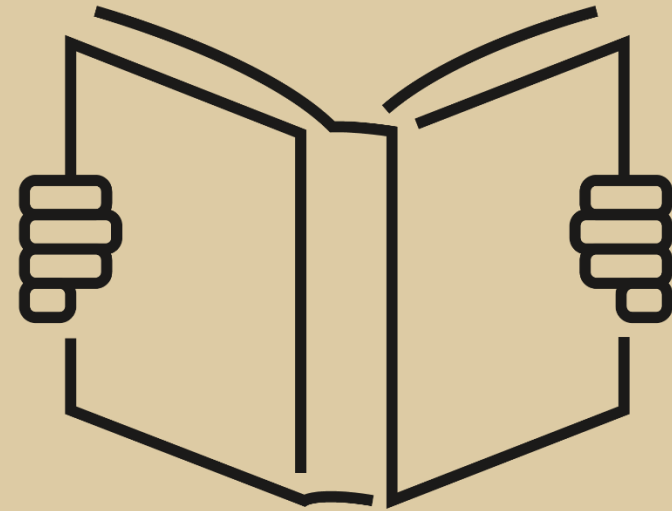
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Purpose of the annual salary negotiation



The salary policy for employees at SDU is established based on the personnel policy guidelines of SDU. The general aim of the salary policy is to support the university's mission, core tasks, and long-term strategy.

The salary policy aims to ensure that the specific salary always reflects the content of the specific position as well as the requirements it places on the employee's educational background and specialized knowledge. At the same time, the policy must ensure that the remuneration of each employee considers work effort, qualifications, and flexibility.

The salary policy must ensure that SDU can attract, motivate, develop, and retain qualified employees across all areas so the university is well-prepared to compete for students, research funding, and commercial contracts both nationally and internationally.

The salary policy serves as the overall framework for local salary policies established at the faculties and within the central administration and is implemented through salary negotiations between management, employees, and the trade unions.

About salary negotiations – in brief



In general

- At SDU, salaries are negotiated for all employees once a year
- The negotiation round for 2026 will be conducted in level as of 1 November 2025

The salary negotiation

- Salary negotiations usually take place in the following way:
 - The managerial employee (B party) enters their wish into the salary negotiation system
 - Management (A party) enters recommendations into the salary negotiation system
 - Management (A party) invite/negotiate with the managerial employee (B party)

Agreement conclusion

- An agreement on salary improvement is normally concluded between the management and the managerial employee
 - If you do not wish to negotiate on your own behalf, your negotiation will be handled centrally by the trade union

Negotiations can be conducted in person or online. This is agreed between the parties.

If no agreement can be reached about conducting the negotiations online, they will take place in person.

What can be negotiated?

Qualification supplement

Awarded as individual supplements based on the managerial employee's professional and/or personal qualifications within comparable areas, internally and externally.

Special terms and conditions for managers covered by the [Management Salary Pool](#) and for [Head of Departments](#).

Function-based supplement

Relates to the performance of specific functions that usually are not part of the originally agreed job description.

Typically, temporary and limited to specific tasks. Can be permanent if the additional function has been integrated into the position.

Supplement expires without notice when the function ends or when the employee leaves the function.

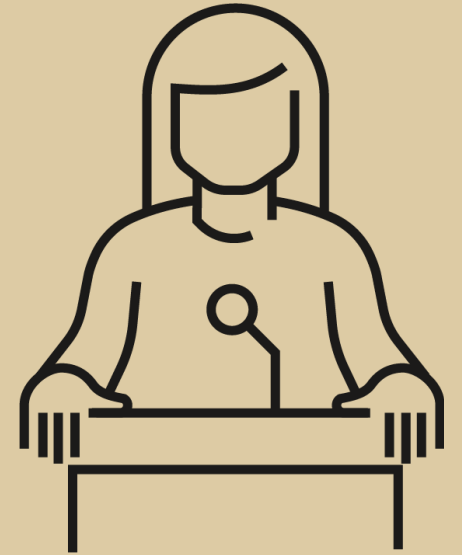
Special terms and conditions for managers covered by the [Management Salary Pool](#) and for [Head of Departments](#).

One-off payment

Awarded as remuneration for an extraordinary effort in connection with solving major time-limited tasks.

Particularly for Head of Departments

- A Head of Department's salary, including pension, is determined based on the number of full-time academic staff (FTEs) employed by the department at the time of the Head of Department's appointment
- The number of academic staff FTEs at the time of appointment and the corresponding ceiling for annual fixed salary, including pension but excluding any fixed-term appointment allowance and pension contributions related thereto, are as follows (1 August 2026 level):
 - 1-25 = DKK 852,171.99 incl. pension
 - 25-100 = DKK 958,694.60 incl. pension
 - Over 100 = DKK 1,058,557.08 incl. pension
- **Before a permanent salary supplement is agreed upon** (qualification and/or function-based supplement), the manager authorized to conduct salary negotiations must contact Annette Bonde at bond@sdu.dk to determine whether the supplement can be accommodated within the salary ceiling
- Head of Departments may be awarded one-off payments without affecting any of the sections described on this slide



Particularly for managers covered by the Management Salary Pool

- **The Management Salary Pool** is a framework established by the Danish state for salary supplements for classified management positions
 - Permanent salary supplements for managers covered by the pool must remain within the overall framework
- At SDU, positions in salary grade 35 and above are covered by the Management Salary Pool
- Under the 2026 collective agreement (OK26), AC and MEDST (Agency for Governmental Employer Affairs) have agreed to suspend the Management Salary Pool for managerial employees covered by the AC collective agreement
 - This means that permanent salary supplements may be agreed upon for managers covered by the AC collective agreement
 - HR Director Lisbeth Møller **must be contacted** before a salary agreement is concluded in order to ensure proper management and accounting of the salary pool
- No agreement has been reached between HK and MEDST to suspend the Management Salary Pool for HK managers in salary grade 35
 - Accordingly, permanent salary supplements may **not** be agreed upon for this group



Salary negotiation timeline for Managers

7 September 2026

Recommendations/salary wishes can be submitted from 7 September 2026

→ Enter into the system at loen.sdu.dk



5 October 2026

Last day to submit/edit recommendations/salary wishes



7 October 2026

The manager authorized to conduct salary negotiations now has access to the salary requests submitted by their managerial employees



14 October 2026 -
18 December 2026

Negotiations must be completed no later than **18 December 2026**

Generally, agreements are concluded and approved at the negotiation meeting



After the
negotiation

No later than 3 weeks after the conclusion of the negotiations, SDU HR will provide written notification of the outcome of the salary negotiations



What should management do?

The division of tasks is agreed internally at the faculty

Before the submission period opens

- Be well-prepared by understanding salary policies, the overall process, and key deadlines etc.
- Consider and determine which managerial employees should be nominated for a salary improvement

Submission period is open

- Inform your managerial employees that the salary negotiation round has begun
- Enter the recommendations in loen.sdu.dk

After the submission deadline has passed

- The manager authorized to negotiate must approve the recommendations submitted by the managers of the relevant faculty, department, or area during the submission period
 - The Head of Secretariat is responsible for the process at the faculty management level, including cases where a different manager has submitted the salary recommendation

Negotiation period

- Generally, agreements are concluded and approved at the negotiation meeting
- The negotiation is not considered complete until both the A and B party have signed the negotiation result in the salary negotiation system
- Negotiations must be completed no later than **18 December 2026**

Negotiation process for Managers

From initiation to agreement: The salary negotiation process for managers

1. In the salary negotiation system (loen.sdu.dk), the manager authorized to conduct salary negotiations can see which managers that has to be negotiated (The Head of SDU HR Employees, Josephine Ingversen Lethenborg, is listed as the union representative)
2. Contact the managerial employee to arrange the negotiation
3. Send the negotiation result to the managerial employee for approval
4. The manager receives the managerial employee's acceptance of the negotiation result
5. Send the negotiation result and the managerial employee's acceptance to ny-loen@sdu.dk
6. SDU HR enters the negotiation result into the salary negotiation system
7. The manager authorized to conduct salary negotiations and the Head of SDU HR Employees, Josephine Ingversen Lethenborg sign the negotiation result in the salary negotiation system
8. SDU HR implements the agreed terms

It is the manager authorized to conduct salary negotiations responsibility to ensure that all managers are negotiated no later than 18 December 2026

Negotiation process for Managers – continued

In connection with the allocation of a salary increase, a justification for the salary increase must be provided.

SDU HR prefers that management uses the following phrases in their justification:

One-off payment

The short version: Granted for an extraordinary work effort.

The detailed version: Granted for an extraordinary work effort in connection with...

Qualification supplement

The short version: Granted for a qualified task performance.

The detailed version: Granted for a qualified task performance in connection with...

Function-based supplement

The detailed version: Granted for the function as...

Where does the data in the salary negotiation system come from?

- Salary data comes from the State's salary system (SLS)
- Personal data such as name, weekly working hours, and department come from HCM (SDU's HR system)

The salary negotiation system calculates the annual salary incorrectly if:

- A managerial employee has more than one employment at SDU
- A managerial employee is on leave, e.g., parental leave
- There is a discrepancy between the social security number recorded in HCM and SLS.
- A managerial employee is listed with the incorrect working hours in HCM
 - If a managerial employee is listed with incorrect working hours in HCM, please report this to ny-loen@sdu.dk



Guidelines for the salary negotiation system ‘SDU Løn’

See navigation sheets for more information. The system collects personal data from HCM and salary data from the State’s salary system (ØSLDV)

Manager authorized to conduct salary negotiations

Managerial employees

Navigationsseddel
Nyt lønforhandlingssystem - 'SDU Løn'
Chefer - A-siden

Fase	Forklaring	Navigation
Log på systemet	Gå til websiden sdu.dk/løn og log på med dit SDU-login	
Skift rolle	Brug knappen i topmenuen til at skifte mellem din rolle som ansat og Chef	
Udvælg de ansatte, du vil have vist	Brug drop-down menuerne i toppen af siden til at indstille visningen efter Personalkategori, Enhed, By eller Chef.	
Begræns visningen yderligere	Med de to nederste felter kan du begrænse visningen til en given forhandlingsrunde; og til kun at vise ansatte, der har lønkrav.	
Sortér listen	Med klik på kolonne-overskrifterne kan du sortere listen.	
Vis løn-oplysninger	Klik på knappen 'Vis' ud for den ansattes navn	
Vis forhandlingsoplysninger	Klik på knappen 'Åbn' under emnet Forhandling	
Skriv noter om den ansatte	Brug skrivefeltet under 'Chef note' til at gemme notater i forbindelse med den ansatte. Disse noter kan ikke ses af andre end dig selv, og er relateret til den specifikke person.	
Indgiv tilbud til den ansatte	Sæt flueben ved typen under emnet 'Tilbud'	
Begrund tilbuddet	Skriv i skrivefeltet	
Angiv startdato	Brug kalenderknappen til at vælge dato for ønsket ikrafttræden af lønreguleringen. Som standard er datoen altid 01.04. i forhandlingsåret	
Gem tilbuddet	Klik på knappen 'Gem' nederst på siden	

Navigationsseddel
Nyt lønforhandlingssystem - 'SDU Løn'
Ansatte

Som ansat kan du bruge systemet til -
Se oplysninger om dine aktuelle aflønningsforhold.
Se oplysninger om fristen for årets lønforhandling. Indgiv lønkrav i forhandlingsperioden. Se tidligere forhandlinger.

Fase	Forklaring	Navigation
Log på systemet	Gå til websiden sdu.dk/løn og log på med dit SDU-login	
Se dine løn-oplysninger	Øverst på siden ses dine aktuelle ansættelses- og lønoplysninger.	
Indgiv lønkrav (Kun i lønkravsperioden)	Klik på knappen 'Lav nyt krav' under emnet Forhandlingsrunde	
Angiv krav	Sæt flueben ved typen	
Begrund dit krav	Skriv i skrivefeltet	
Angiv startdato	Brug kalenderknappen til at vælge dato for ønsket ikrafttræden af lønreguleringen. Som standard er datoen altid 01.04. i forhandlingsåret	
Gem lønkravet	Klik på knappen 'Gem' nederst på siden.	
Returnér til din forside	Klik på knappen 'Tilbage'.	
Se dine tidligere lønforhandlinger	Under emnet 'Historiske forhandlinger' klikkes på knappen 'Vis' ud for den tidligere forhandling, du vil se.	

Salary statistics for Managers

Data

- Annual salaries are shown excluding pension and for full-time work (37 hours per week)
- Source: extract from loen.sdu.dk on 19 August 2026
- Salary data from the extract are listed at the 1 August 2026 level
- Categories with fewer than 8 employees are not included in the salary statistics
- Data are presented both overall and by gender

The salary statistics include the following key figures

- **Average:** represents the overall level in the dataset by distributing the total value equally across all observations
- **Upper quartile:** represents the value that separates the top 25% of the data from the rest
- **Median:** represents the middle value when all figures are sorted from lowest to highest
- **Lower quartile:** represents the value that separates the bottom 25% of the data from the rest

Administrative staff (TAP)

- [Head of Department](#)
- [Head of Division](#)
- [Senior Consultant with Personnel Management](#)
- [Team Leader](#)



Salary statistics - Head of Department

STIKO: 1958

	Overall						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	1.011.382,09 kr.
Upper quartile	-	-	-	-	-	-	1.027.658,97 kr.
Median	-	-	-	-	-	-	974.184,40 kr.
Lower quartile	-	-	-	-	-	-	941.717,70 kr.
Number of employees	0	2	4	3	7	5	21

	Men						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	1.010.194,75 kr.
Upper quartile	-	-	-	-	-	-	1.022.693,47 kr.
Median	-	-	-	-	-	-	972.911,20 kr.
Lower quartile	-	-	-	-	-	-	941.717,70 kr.
Number of employees	0	1	4	2	4	5	16

	Female						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	-
Upper quartile	-	-	-	-	-	-	-
Median	-	-	-	-	-	-	-
Lower quartile	-	-	-	-	-	-	-
Number of employees	0	1	0	1	3	0	5

Please be advised that the figures shown above are presented using the Danish number format

Salary statistics - Head of Division

STIKO: 3332

	Overall						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	990.345,02 kr.	-	-	-	-	-	990.345,02 kr.
Upper quartile	990.743,23 kr.	-	-	-	-	-	990.743,23 kr.
Median	961.516,02 kr.	-	-	-	-	-	961.516,02 kr.
Lower quartile	940.380,83 kr.	-	-	-	-	-	940.380,83 kr.
Number of employees	10	0	0	0	0	0	10

	Men						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	-
Upper quartile	-	-	-	-	-	-	-
Median	-	-	-	-	-	-	-
Lower quartile	-	-	-	-	-	-	-
Number of employees	7	0	0	0	0	0	7

	Female						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	-
Upper quartile	-	-	-	-	-	-	-
Median	-	-	-	-	-	-	-
Lower quartile	-	-	-	-	-	-	-
Number of employees	3	0	0	0	0	0	3

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Salary statistics - Senior Consultant with Personnel Management

STIKO: 927 (Includes, among others, Head of Sections and Secretariat Managers - Does not include Head of Secretariats and Head of Divisions)

	Overall						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	765.263,72 kr.	-	-	745.632,43 kr.	762.149,27 kr.	-	759.015,55 kr.
Upper quartile	832.296,41 kr.	-	-	745.396,26 kr.	791.548,57 kr.	-	820.515,28 kr.
Median	756.024,03 kr.	-	-	732.655,01 kr.	771.434,30 kr.	-	747.884,13 kr.
Lower quartile	700.964,93 kr.	-	-	709.044,45 kr.	712.480,36 kr.	-	700.904,55 kr.
Number of employees	67	5	6	9	11	7	105

	Men						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	782.323,57 kr.	-	-	-	-	-	775.339,86 kr.
Upper quartile	834.811,45 kr.	-	-	-	-	-	833.063,30 kr.
Median	808.033,69 kr.	-	-	-	-	-	775.890,72 kr.
Lower quartile	704.437,07 kr.	-	-	-	-	-	709.177,30 kr.
Number of employees	28	2	3	1	5	2	41

	Female						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	753.015,62 kr.	-	-	747.254,61 kr.	-	-	748.557,80 kr.
Upper quartile	822.302,68 kr.	-	-	757.539,70 kr.	-	-	796.134,81 kr.
Median	744.309,33 kr.	-	-	727.600,78 kr.	-	-	735.595,77 kr.
Lower quartile	700.198,04 kr.	-	-	707.009,48 kr.	-	-	698.733,70 kr.
Number of employees	39	3	3	8	6	5	64

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Salary statistics - Team Leader

STIKO: 1456 (Includes, among others, HK, PROSA, Gardener, and Mechanical Engineer)

	Overall						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	708.593,58 kr.
Upper quartile	-	-	-	-	-	-	755.693,57 kr.
Median	-	-	-	-	-	-	678.840,80 kr.
Lower quartile	-	-	-	-	-	-	660.012,29 kr.
Number of employees	6	1	1	1	1	0	10

	Men						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	-
Upper quartile	-	-	-	-	-	-	-
Median	-	-	-	-	-	-	-
Lower quartile	-	-	-	-	-	-	-
Number of employees	3	0	0	0	0	0	3

	Female						
	FÆL	HUM	NAT	SAMF	SUND	TEK	SDU
Average	-	-	-	-	-	-	-
Upper quartile	-	-	-	-	-	-	-
Median	-	-	-	-	-	-	-
Lower quartile	-	-	-	-	-	-	-
Number of employees	3	1	1	1	1	0	7

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Need more info?

Read more about the salary negotiations here:

<https://sdunet.dk/en/servicesider/hr/ansaettelsesforhold/loen/loenforhandler>

[Salary policies and local agreements](#) (primarily in Danish)

Questions:

Contact SDU HR at: ny-loen@sdu.dk

